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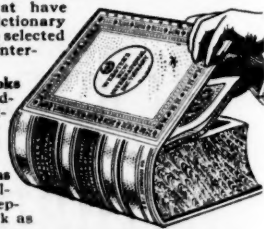
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THE LIBRARY JOURNAL

TWICE-A-MONTH

MARCH 15, 1926

Pensions for Librarians

By HAROLD F. BRIGHAM

THE purpose of the present article is twofold (1) To offer information concerning retiring allowances for librarians, to serve as a basis for consideration of the subject by trustees and librarians themselves, and (2) To suggest a possible means of bringing retiring allowances nearer a more general realization by a practical co-operative effort.

The viewpoint will be that of the public library primarily, and of the independent "special" library incidentally. It should be noted that many college and university librarians are eligible to the benefits of the Teachers Insurance and Annuity Association* (a Carnegie institution), and a considerable number of school librarians enjoy the benefits of teachers' pensions.

As a final point of preface mention is made of two other published accounts of retiring allowances for librarians to draw a contrast with the present one. John B. Kaiser contributed a comprehensive survey of the question in the LIBRARY JOURNAL for February, 1920 (two issues). Mr. Kaiser gave an admirable summary of progress and source information up to that time. He presented the details of library retirement plans then in force together with guiding principles and essential problems involved. He incidentally made plain the economic and social desirability and need of retiring allowances for librarians. This last is definitely taken for granted in the present article.

Another statement on the subject appeared in the recently published Proceedings of the American Library Association for 1925. This was offered as an appendix to the report of the Salaries Committee of the Association, appearing over the name of the present writer as member of that committee. The aim of the statement

was to summarize in general the specific provisions of retirement plans as these would probably apply to librarians.

The present article is based largely on the foregoing statement in the Proceedings, but, going beyond the realm of mere information, it is an effort to carry the issue of retiring allowances for librarians a step nearer practical suggestion and possible fulfilment.

The subject will be dealt with in the form of Answers to the following essential questions which the administrators of a library would probably ask:

- I. What are the probable provisions of a retirement plan for librarians?
- II. Who would administer such a plan?
- III. What libraries have retirement plans either in operation or under consideration?
- IV. How might the cause of retiring allowances for librarians be practically and immediately advanced?

I. PROVISIONS OF A RETIREMENT PLAN

An examination of the literature of pensions and annuities makes it possible to set down the following as the essentials of a good retirement plan:

1. It should be actuarially sound to the fullest possible extent.
2. Its benefits and costs should be definite and calculable.
3. Its terms should be contractual, and thus enforceable by law.
4. It should be set up on a reserve basis so founded as to provide the benefits contracted for with no element of uncertainty.
5. It should be contributory, with costs shared between employer and employee, and with the amounts each contributes preferably stipulated as a percentage of payroll or of salary respectively.
6. Its administration should be in the hands of a highly competent, specialized, financial organization or institution.

Such are the essential principles which should guide librarians in their search for a retirement plan. It remains now to go into the details of benefits and costs. The information presented will incorporate all the essentials of the state-

*Special attention is called to the pension information contained in the publications of this Association and those of the related Carnegie Foundation for the Advancement of Teaching. Especially important are the general conclusions and fundamental principles in the "Manual of the Public Benefactions of Andrew Carnegie" in the section dealing with the Foundation. Important also is the pamphlet "Old Age Annuities" published in July, 1925, by the Industrial Welfare Department of the National Civic Federation.

ment in the 1925 A. L. A. Proceedings, entirely rewritten and greatly expanded.

The usual benefits provided in retiring annuities are four in number: 1, A retiring allowance; 2, death benefits; 3, disability provision; and 4, provision for withdrawal from service.

Benefits

1. An adequate *retiring allowance* is commonly considered to be half the final average salary, or slightly more, with two-thirds as a tacitly accepted maximum. The tendency to approach two-thirds is largely limited to low salaries, under \$1500, because half would be less than a bare living. Some retirement plans reckon the allowance as one seventieth of the average salary received during the last five years, multiplied by the number of years of service. In this case retirement on half pay would presuppose thirty-five years as the average maximum of service.

It is important to note that the practice of using an average of future salaries as a basis for retirement benefits is both unsatisfactory and dangerous because such salaries are unknown quantities impossible to anticipate. The best basis is a constant percentage of salary. (See 2 under *Costs*.)

The usual retirement age varies from sixty to seventy years. Retirement may be optional at sixty, that is at the request of either the employee or his immediate superior. It is usually compulsory at seventy. It is important to observe that women have a greater life expectancy than men, a fact which would affect the age of retirement, and as well the cost of the annuities. (See 2 under *Costs*.)

Some few retirement plans established twenty years of service as the minimum requirement for eligibility to retirement. Some plans provide a guarantee of ten annual payments after retirement, so that the total amount paid will at least equal the amount of all contributions paid into the plan by the employee with interest cumulated. In the event of this employee's death the guaranteed payments remaining unpaid would go to the beneficiary. There is a special type of plan in which the retiring allowance is made up of ten dollar units, each unit represented by a certificate received by the employee for each year of service, and each guaranteeing to the employee a retiring allowance of ten dollars per year as long as he shall live.

2. *Death benefits* should be looked upon as supplementing and not replacing regular life insurance. They would consequently take a place of incidental and not primary importance. The usual death benefit is a surrender of all contributions paid into the plan by the employee with interest compounded. If death occurred after retirement the total amount paid on any

individual contract, that is to employee and his beneficiary, would still equal the total amount of the employee's contributions plus interest. Occasionally special accident-death benefits are provided.

3. *Disability provisions* like death benefits are another supplementary, tho important, feature in that they may duplicate the provisions of regular life insurance already in force by the employee, and the employee would seldom be justified in paying for two distinct disability contracts. However, adequate disability protection should be provided here in case it might be an employee's sole guarantee against disability dependence, full option being allowed in every individual case. The chief fact to be borne in mind at this point is that the cost of a retirement plan increases directly with the amount of benefits offered. This behooves the proverbially poor library to simplify the retirement benefits to a reasonable minimum.

A general disability retirement might be provided for after five, ten, or fifteen years of service. Some plans have separate provisions for disability from accidental as distinct from natural causes. It is frequently advanced that the dominant element of safety in library work largely foregoes the need of disability provisions. This may hold a little water actuarially, or it may not, but the big fact is that the bulk of all disability comes from health as the cause and not accident. For this reason health disability benefits cost about three times as much as accident disability benefits.

4. Provisions for *withdrawal from service* strike one important feature common to many retirement plans, that is the idea of considering the premiums paid as a form of savings. It is essential in any form of retirement plan in which the employee as well as the employer is a contributor that the employee be guaranteed, in case of withdrawal from service, one of three things: (1) a cash return of all his contributions into the plan, usually with interest; or (2) a deferred return of his contributions if the contract is surrendered, for example the commencement of payments earned on an annuity contract by the premiums paid up to that time; or (3) provision for the continuance of the contract in the event that the employee can assume full responsibility elsewhere for the payment of premiums, either wholly or in part, on withdrawal from service. Provision (1), tho occasionally met with, is bad because it puts a premium on a cash surrender value, which on occasion may be worth more in the eyes of the employee than the future retirement benefits. Moreover, a cash value of itself invalidates any annuity provision. In short it defeats the real purpose of a retirement plan. Provisions (2)

and (3) are essential to any pension plan. An employee is entitled to a full and fair return on all money he has contributed out of his salary into a retirement system, but savings as such should not be given undue emphasis. Regarding the continuance of the policy elsewhere, most plans established exclusively for a single profession or group would increase the premium to be paid in the event of withdrawal from the group, or at least from the profession in question.

Two concluding observations may be made under the subject of benefits: (1) The question of reckoning interest as a part of the employee's expected return from his investment in a retirement plan may be a moot one. Many established retirement systems definitely name four per cent cumulated interest as a part of the contract in all benefits. On the other hand this again seems to over-emphasize the savings idea rather than straight old-age protection. It would seem preferable to charge all, or at least part of, the interest outright to the minimizing of costs in general. (2) Question also arises concerning the eligibility of janitors and other manual laborers to the benefits of library retirement plans. A comprehensive system would probably have to provide suitable tables of risks and rates for those who work primarily by physical exertion, male and female, as distinct from tables for those who work primarily by mental exertion, male and female. If this is not done the manual laborers will have to be included in the general system with librarians, or else pronounced ineligible.

Costs.

The costs of a retirement plan involve the following essential considerations: 1. The contributory idea; 2, percentage of salary as the basis; 3, provision for past service; 4, reducing costs; and 5, the library's viewpoint regarding costs.

1. The only form of retirement plan that seems desirable or practicable for librarians is one in which contributions are made jointly between the employee and employer, and this in general on a "fifty-fifty" basis. Such an arrangement removes the stigma of the gratuitous pension, and divides the cost equally so this may be within the reach of both employer and employee.

2. The most satisfactory basis of contributions seems definitely to be *percentage of salary*. Such a basis is more easily adjusted to individual cases, and it has a natural rather than an artificial application. In contrast would be the case of a plan which is based on an unpredictable future average salary, or on a fixed annual premium unit as that of \$105 offered by one insurance company, or an annual fixed annuity

such as \$1,000 at age of retirement offered by another company. The point to be borne in mind is that contributions paid in now will build up a reserve which will yield at the retirement age a definite calculable annuity. If from three to five per cent of the present salary, paid by each party, employer and employee, will yield an adequate retiring allowance according to present conditions, then as the salary increases the same percentage, increasing these joint contributions, will yield a correspondingly larger and still adequate allowance. It is plainly of crucial importance to gauge the percentage most carefully at the beginning. Provision should also be made for allowing the employee voluntarily to increase his contributions to a greater amount than that which the employer agrees to equal, in order to meet special individual needs and as an incentive to thrift. It should be noted at this point that premiums paid on contracts with women are slightly higher than with men owing to the actuarial fact that women on the average live longer than men and consequently need to build up a somewhat larger reserve.

3. In dealing with *past service*, that is, service prior to the establishment of the retirement plan, it is the library's obligation to assume the principal cost of providing for the annuities to cover this period. This is probably the most serious difficulty in the way of establishing retirement plans, but it should never be allowed to hinder the establishment of a plan in a library; there are too many ways of meeting the obligation. This accrued liability may be reduced by requiring the employees to share in it. (See d, e and f below.)

Past service may be provided for in any one of the following ways, or by various combinations of these ways:

a. By the direct payment of annuities for prior service out of the usual, or a special, income of the library without setting up any special fund to meet this obligation independently. For example the income from fines in a library might be used for the purpose until the obligation is discharged. This whole arrangement is of course altogether unscientific and, therefore, unsound and dangerous.

b. By a large initial payment (e.g., a gift) of an endowment fund sufficient to yield the required annuities as these are scientifically computed to be.

c. By amortizing this same large obligation by supplementary annual payments over the first fifteen or twenty years after the establishment of the plan.

When the employee shares in the obligation:

d. By providing a comparatively smaller retiring allowance for past service than for service after the establishment of the plan. For ex-

ample, one plan proposing one-seventieth of final average salary as the annuity to be paid for each year of present and future service stipulated one-hundredth of the same for each year of past service before the plan was in operation.

e. By raising the minimum age of retirement for those in service before the adoption of the plan, in order to allow several additional years for the accumulation of a more adequate reserve for their annuities.

(f) It is entirely conceivable that in many individual instances of the superannuated the obligation of the library might be foresworn in large part or altogether, the individual himself being able and willing to provide for his prior service. This assumes that the prudent older employee has been making provision for old age, in building and loan for example, or in special commercial insurance. Such personal sacrifice would be heralded as martyrdom to the cause in order that a retirement plan might be more speedily established in a particular library. However, this expedient should be looked upon as a last resort only.

The chief point to be driven home is that the accrued liability for prior service will vary enormously with every individual library. In many instances it may be insignificant altogether and easily provided for in one stroke. Where the problem is a serious one it can be dealt with as the limited resources of the particular library and other economic factors in the case may demand. The optimistic side of the problem is the fact that it is only a temporary, and perhaps a short-lived, embarrassment. After it is wiped off the slate the cost of the retirement plan to a library becomes and remains a definite percentage of the payroll which any library might easily afford. Costs actually are small in view of the direct benefits to the library in increased efficiency of service, not to mention the benefits to the employee.

4. The question of reducing or *minimizing costs* in general, for both parties to the contract, suggests the three following obvious means:

a. By reducing the benefits offered, to a minimum within the bounds of reason, yet without incurring the serious risk of adopting a stringent, no-margin, parsimonious plan that cannot last, but must soon require a fundamental revision and re-establishment with consequent embarrassment. An observation to the point is the vital importance of finding at the beginning the right percentage of salary and of payroll which will yield a fair and adequate retiring allowance.

b. By paying the total premiums in one lump sum annually out of the library budget. This payment would include both the contributions of the library and also those of the employees, ad-

justment being made for the latter by the necessary deductions from the employees' monthly salaries.

c. By reducing or eliminating the interest on contributions refunded, e.g., in the case of withdrawal from the service, but using this interest earned on investments to reduce costs in general.

5. From the viewpoint of the library the element of cost raises special considerations which must be recognized. In the first place a library is one of those institutions whose labor turn-over is ordinarily small, a fact which means long terms of service and a steady rising payroll, without the appreciable drops which would result from constant changes in the entire personnel. This situation would involve higher premium rates for librarians as a class, as contrasted with rates for factory employees as a class. But this observation would apply only in case an effort were made to establish a special retirement plan distinctly for librarians (see II, No. 1 below), and would not enter of course if librarians came under an established plan already in force under a state or an insurance company with set tables of rates for "clerks" male and female as distinguished from "laborers."

Under one type of retirement plan the cost to the library would be a steadily increasing one, that is when the premium paid by the employee is fixed at a minimum that does not change automatically with salary increases. In this case the contributions of the library usually increase according to an annually ascending scale in order to build up the required reserve for each contract.

The added cost to a library because of obligation to assume responsibility for the accrued liability (for prior service) has already been considered.

The cost to a library would also increase slightly from year to year in view of the fact that a library is a constantly growing institution requiring a staff that increases steadily however slowly.

These questions of administrative costs all go back to the type of retirement plan to be adopted. The need of a careful, authoritative weighing of the whole subject of retirement plans is therefore very plain (see II and IV, below). There seem to be two points which stand out at this stage: one, which is repeated, namely that a library can look forward, as soon as the accrued liability is wiped out, to an established, smoothly-running retirement plan set up on a definite percentage of payroll basis and free from every calculable uncertainty; and the other that is two-fold: It seems quite certain that retiring allowances for librarians can be generally expected in the not distant future, just as pensions for other public servants are today

practically taken for granted. For this reason a library which can by any means establish a retirement plan today is by that very act saving itself untold expense and hardship in the immediate future since every year lost is one more heavy link in the chain of accruing liabilities for past service.

II. ADMINISTRATION OF THE RETIREMENT PLAN.

A retirement plan for librarians may be brought about in one of three ways:

1. By the very problematical establishment of a national plan, specifically for librarians, scientifically worked out and eventually established and administered under authoritative library supervision, for example under the direction of the American Library Association. This is decidedly not recommended here. (See possibilities No. 1 and No. 3, below.)

2. By bringing about the inclusion of library employees under a municipal, state civil service, or other retirement plan already in force.

3. By the adoption of a retirement annuity plan offered by a thoroly reliable insurance company involving an individual contract for each member of the library staff eligible.

Possibility No. 1 is first mentioned because it is to be quickly dismissed as highly improbable and not practicable. Assuming that librarians themselves could reach an agreement to establish their own professional retirement system, and that they could organize and even capitalize their own company, the possibility of such a company's operating economically and to the best advantages of librarians, and the added possibility of its surviving competition with the great commercial insurance companies, is very doubtful—to say the least. Nor do these doubts yet raise the questions, whether there are librarians enough to launch and carry the scheme, and whether after all librarians differ enough from other professional and clerical groups to warrant a distinct retirement system of their own.

The last point deserves special consideration, however, and suggests the reasonable possibility of an officially endorsed retirement plan distinctly for librarians, but accepted and regularly administered by any approved insurance company willing to take it over. A library retirement plan exclusively for librarians would constitute an unbeatable selling idea which insurance companies might consider. However, such a suggestion falls more logically under Possibility No. 3, which see.

Possibility No. 2, the government-administered system, brings out at once a fact and a fancy: first, that practically all systems to which librarians are eligible at the present time are in this category; and, second, the wish that these systems might be better.

It is probable that a government-administered retirement system is the best, as it seems to be

the most logical, system for libraries supported by public funds. There are several such good systems, more notably perhaps the New York State Employees' Retirement System and the Boston Retirement System. Both are comparatively new; the former was put into operation in 1922, *i.e.*, to include the *city* employees, and the latter in 1923. It is under such systems, and these invariably contributory, that many librarians in public, state, state commission, and school libraries, enjoy retirement benefits. Without question it is the first obligation of a public or school library that is agitating "pensions" to determine whether or not it is, or can be made, eligible for the benefits of an existing government retirement system. Such a system may be quite faulty both in conception and in operation, but it usually has compensating features, and it is safe.

The chief difficulties with government-administered retirement systems are (1) they are almost without exception unsound actuarially, and (2) they are always, to a greater or less extent, at once the offspring, the passing love, and the innocent victim of politics. They do not have to be sound actuarially, it seems, because the government can dig down into public moneys and make up any required deficits. Still more unfortunately a system that is ill-conceived and not soundly established is quite sure to suffer from correspondingly incompetent management. The evils of state pensions in general are patent to all readers of the press. Only on February 28 there appeared an account of action taken by one eastern state by which more than a million dollars was lopped off the recommended budget of twice that amount for the state teachers' pension fund, in order to make a special appropriation for a tunnel. It is a fairly safe prophecy that the future will see a decided change in the public attitude which will take pensions out of politics and make them not only sound intrinsically but soundly managed, and full money-value institutions.

Possibility No. 3, the insurance company retirement plan, offers new possibilities and new difficulties. In the first place it offers the only practical possibility of a retirement plan for the innumerable libraries which are outside the pale of government-administered retirement systems. It offers this same possibility to libraries supported by public funds which have no immediate hope of retirement benefits from their local or state government—provided there is no legal restraint in the way. (See below). Even if there is hope of future inclusion in a local or state retirement system these libraries have in the commercial retirement systems an untried opportunity of far-reaching significance, that is, to establish their own retirement plans immediately and end the accumulation year after year of accruing liability for past service, ending at the

same time for present employees all the uncertainty about the future, and for the library the serious problem of the superannuated employee. If later there is the opportunity to transfer to a government system, this can easily be done, if the advantages warranted it, and without loss of a cent of the money invested in these commercial contracts. In fact the money would constitute a real saving for employees. But more than that, the commercial retirement plan would be solving the retirement problem for those libraries instituting it thru all the years, possibly decades, before any opportunity offered to come under a government system.

The following are the solid advantages offered by established "old-line" insurance companies as administrators of retirement plans:

- a. These companies assume the entire obligation of administration, including the high overhead costs, which would soon embarrass a small, privately organized retirement system.

- b. They give exclusive attention to the business in hand, whereas private, and political, institutions would generally provide a supervisory board the members of which are invariably engrossed in numerous other matters.

- c. They have an established and far-reaching contact with the money market, guaranteeing the best and safest (law enforced) return from investments. These returns revert in larger savings to the subscribers in mutual insurance companies.

- d. They are fully equipped to make periodic checks of basic tables and of accumulated funds connected with retirement plans to see that all is safe and sound.

There are conceivably two kinds of commercial retirement plans: (1) the usual advertised annuity contract which any insurance company may have drawn up and put on the market, designed to meet all ordinary needs in the most satisfactory manner, according to the actuaries of the particular company, and (2) a special contract which may be worked out specifically for librarians as a group, but administered by one or more insurance companies.

The first presents two outstanding problems, (1) whether the usual commercial retirement contract satisfactorily meets the needs of librarians as a class, in the judgment of librarians, and (2) what reliable companies offer the most satisfactory contracts. The latter would call for most careful weighing by a competent and authoritative board or committee representing librarians.

The second kind of contract (special) has already been suggested above in connection with the idea of a national, privately administered librarians' retirement system. The idea of a retirement plan officially worked out for librarians but administered by an insurance company cer-

tainly should be examined and passed on. If there are twenty-thousand librarians in this country and Canada any insurance company would doubtless be very willing to draw up and issue a special librarians' retirement plan. It is entirely conceivable that the A. L. A. might sponsor such a plan issued by the _____ Insurance Company, in somewhat the same manner as an insurance company would operate a special pension plan for a large industrial concern or business house. The difference would be that the individual library and not the A. L. A. would be responsible financially. Again there would be the large problem of discriminating between insurance companies. There would also be the still more elemental question of determining wherein librarians differ as a class from other professional and clerical workers, building any special retirement contract around these peculiarities. A number of these earmarks are suggested:

1. Library employees in general are probably more than ninety per cent women. This would affect the age of retirement and also costs.

2. Employees are likely to remain long in positions. There arises the question, will this situation change as library training continues to spread, and demand for trained people increases the army of "emigrant" librarians?

3. Safety of employment lessens the need of disability provisions. This point is much in doubt since disability is much more frequently due to ill-health than to accident.

4. Libraries are usually poor financially. This would bespeak a contributory plan with costs about equally divided. It would also affect the handling of the accrued liability for past service.

5. Proverbially low salaries might indicate that correspondingly low retiring allowances would suffice.

The most serious problem presented by the commercial retirement plan is the *legal question*. Specifically it is a question either of interpreting state law or of obtaining enabling legislation to permit public libraries to enter into retirement annuity contracts with commercial insurance companies.

Only three states have laws specifically authorizing public libraries to establish retirement systems. In Illinois and Nebraska cities of one hundred thousand population or over may establish a retirement plan, using receipts from fines for its support as well as deductions from salaries. The Illinois law dates as far back as 1905; that of Nebraska to 1913. In 1921 Connecticut passed a law which is something of a model of its kind. It states briefly "Any city, borough or town or any subdivision thereof may retire with a pension or other reward, any employee of any public library within the limits

of such city, borough or town or subdivision."

Apparently a Connecticut library has nothing in the way to prohibit the establishment of a retirement plan that is administered by a commercial insurance company, yet even in this case an official opinion may be necessary to determine whether public money can be used in such a contract. The question is much to the point in view of a test case raising the issue which was tried in New Mexico a few years ago. The decision was adverse to an insurance company which had entered into a contract with an institution (not a library) supported by public funds. The contract was not recognized by the law. Insurance companies will be wary if there is any doubt about legality.

In forty-seven states, then, possibly all forty-eight, it may be necessary to obtain a definite official opinion interpreting the law on this point. There seems to be no reason to expect an adverse decision. Probably the most direct means of obtaining such an opinion in any state would be to have one library officially request the decision, possibly thru the state library commission. It is to be hoped some libraries may soon take the initiative in the matter.

III. STATUS OF LIBRARIES.

Last summer the *LIBRARY JOURNAL* canvassed the leading public libraries of the country regarding retirement plans. The results of this and some facts assembled by Miss Theresa Hitchler represent only miscellaneous findings and are given merely for casual information.

1. Libraries Having Retirement Systems:

California

San Francisco Public Library. Librarians are pensioned as city employees.

Connecticut

State has an enabling statute for public library pensions.

District of Columbia

Library of Congress. Under a federal act.

Washington Public Library. Under the Federal Service Retirement Act. An unsuccessful effort was made in 1925 to have the law substantially amended.

Illinois

State employed librarians receive pensions.

Chicago Public Library. In operation since 1905; amended 1923. Contributory with one per cent deductions from salary. Retirement voluntary after twenty years of service and if at least fifty years of age. Annuity based on highest annual salary received during period of contributions, and not on final average salary as is more usual. Disability granted for two years after ten years of service. Death benefit is one year's annuity. All receipts from fines are paid into retirement fund (\$70,000 in 1923-24). The report for 1924 showed that total disbursements

for the year just about equalled the total income from investments. The unsoundness of the system is shown here in that disbursements will soon exceed this income and eventually a fundamental readjustment will be necessary.

Massachusetts

State employed librarians receive pensions.

Boston Public Library. Under Municipal Retirement System since February 1, 1923. Optional for those in employ when system established, but mandatory for all future employees. Retirement optional after sixty at own request or that of immediate superior; compulsory at seventy. On withdrawal from service employee receives all contributions plus compound interest at four per cent. The same goes to beneficiaries in case of death. Contribution is four per cent of salary which the city matches as its contribution. If disabled, employee may be retired before sixty, after fifteen years of service.

Maine

State employed librarians pensioned.

Minnesota

Minneapolis Public Library. Librarians pensioned as city employees.

Nebraska

Omaha Public Library. System similar to that of Chicago; in operation since 1914. Contributions one and one-half per cent of salary plus one and one-half per cent of pay roll. Pension fund increased from other sources, e.g., by gift.

New Jersey

State employed librarians pensioned.

New York

State employed librarians pensioned.

Buffalo Public Library. Newly established system, in operation under terms of State Retirement Fund.

New York City High School librarians. Pensioned at half final average salary at sixty-five, or after thirty years of service.

New York Zoological Society. Carnegie endowment of \$100,000 to start fund. Contributions two per cent of salary and two per cent of pay roll. Retirement on half-pay at sixty-five years, or after thirty years' service. On withdrawal from service employee receives all his contributions with three and one-half per cent compound interest.

Rochester Public Library. New system established under terms of State Retirement Fund. (See *LIBRARY JOURNAL* Nov. 1, 1922, and Jan. 15, 1924.)

Utica Public Library. Recently entered under State Retirement Fund.

Pennsylvania

Philadelphia Public Library. Retirement at half final average salary after twenty years' service or at sixty years of age. Employees'

contribution two per cent of salary.

Virginia

State employed librarians pensioned.

2. *Libraries Considering Retirement Systems.*

Of seventeen other libraries which responded the nine following have been considering retirement systems to a greater or less extent.

California

Los Angeles. Municipal pension ordinance due to be voted on in 1926.

Delaware

Wilmington. "... have a committee which is investigating pensions."

Michigan

Detroit. Has been fighting for pensions continuously for years.

New York

New York Public Library. A committee representing the Staff Association is actively trying to bring librarians under city pension system.

New Jersey

Montclair. A committee of the Board is investigating the subject.

Ohio

Cincinnati. The legal question of using fine receipts for a retirement fund has been before the trustees.

Cleveland. "... has been discussed."

Youngstown. "... our track is in this direction."

Rhode Island

Providence "... for several years the board has been giving this matter very serious attention, but no detailed plan has as yet been agreed upon."

The lists are plainly evidence of an active and increasing interest on the part of libraries in the retirement problem. Particularly significant is the amount of progress which has obviously been made during the past five years.

IV. A SUGGESTION

The first purpose of this article now either has or has not been accomplished, that is "to offer information." It remains in conclusion to venture the suggestion involving "a practical co-operative effort."

The subject of retiring allowances for librarians has been a very familiar one with the American Library Association for years. In 1920 for example the Trustees Section appointed a special Committee on Pensions and Benefits, Mrs. Ora T. Ross, Chairman. This committee prepared a comprehensive, forward-looking report on the subject. In 1924 the Salaries Committee was enlarged to include annuities and insurance. An effort has been going on since to gather all possible information on the subject of retiring annuities for the express purpose of making a report, with definite recommendations, before the Council of the Association. The idea is to obtain some official action which might help

to further the establishment of library retirement systems. So far two tentative statements have been prepared. The present article is in fact a third revision of the original statement, with much material added.

The Salaries Committee plans, then, to report its findings soon to the A. L. A. Council. Before this is done it will be well to air some of the suggestions under advisement, in these columns, in the hope that they may call forth criticism from interested librarians who might at the same time have suggestions of their own to offer. Any responses which may be received will be gratefully appreciated by the Salaries Committee.*

It is suggested that the American Library Association establish a special, temporary Retirement Investigation Board as follows:

(a) *Personnel*: To be composed of one competent actuary and one librarian, both of whom shall be regularly engaged for an intensive study of retirement plans for librarians lasting from four to six months; and to include as regular but not resident members five advising librarians, whose duty it shall be to meet with the actuary and resident librarian for extended, intensive conferences as often as needed, to advise, guide and suggest, and in particular to help to settle the larger professional problems which the investigation raises.

(b) *Purposes*:

1. To determine the essentials necessary to a satisfactory retirement plan for librarians as a class.

2. To determine whether such a plan can practically be established independently, under private management; or whether it can be placed on the regular commercial market under the management of an established insurance company, or companies, to the best advantage of librarians; or whether the ordinary commercial retirement plans are equally, or more, satisfactory.

3. To examine existing retirement plans that are available to librarians, including government-administered plans as well as those of commercial insurance companies, with a view to determining those that best meet the needs of librarians, and to preparing an analytical survey of such plans.

4. To determine the most satisfactory form of enabling legislation required to forward the efforts of public supported libraries in their respective states.

5. To promote in the several states a move to obtain an official opinion of existing law as this may permit or prohibit public library action to establish retirement plans independently, employing, if need be, contracts with a commercial insurance company.

*Communications should be addressed to the Editor of the LIBRARY JOURNAL.

6. To serve in an advisory capacity to library boards of trustees and administrative heads of libraries.

7. To launch a campaign of information concerning retiring allowances for librarians, designed to awaken a live and intelligent interest in the subject and so to give impetus to wider and more rapid local establishment of the needed retirement systems.

(c) *The Money*: The costs of the investigation to be set at from five to eight thousand dollars, and to be defrayed by solicited contributions from co-operating libraries that may be especially interested, from library associations state and local, and from individual trustees and librarians themselves who may care to contribute.

The Meaning of the Library School

BY ARTHUR E. BOSTWICK

LIBRARIANS are now taking themselves very seriously as members of a profession who desire that it shall be thoroly equipped for valuable service to the community. As it is certain that those who do not respect themselves in their work, will look in vain for such respect from the public, this general trend and especially the movement towards the adoption, improvement and systematization of library training must appeal to all who are interested in these institutions and, in particularly, to library trustees, who will, hereafter, it is believed, have no excuse for not placing in charge of their libraries persons who are thoroly qualified to administer them in the best interests of the reading public.

The establishment of an institution for professional training means always, first, a desire for systematization of that training, which usually proceeds from a greater appreciation of its work on the part of the public, and, secondly, an increase in the number of persons seeking the training, which arises from a conviction on the part of the public that properly trained workers give better service than those who are untrained or improperly trained. This has been the case with training for the ministry, for law, for medicine, for engineering, and for a host of other professions and occupations.

A professional or vocational school is usually preceded by some system for individual training. Individuals may later be grouped in a class and this leads ultimately to the formation of a school, with its separate quarters, faculty, equipment and source of support.

The necessity of definite training for the work of a librarian has always been evident in the case of those who are to have close supervision of a collection of books and when the library began in this country to develop into an instrument of popular education, the requirements multiplied to such an extent and so ramified by specialization that the grouping of students and the formation of schools became an obvious necessity.

Perhaps the earliest suggestion of schools for

training librarians, according to Frank K. Walter, librarian of the University of Minnesota, in his revision of Mary W. Plummer's pamphlet on the subject, published by the American Library Association, was due to M. W. Schrettinger in his "Essay at a Complete Textbook of Library Science" (Munich, 1829). In 1864 Austria began to require special training in bibliography for certain government positions. In 1865 a royal decree in Italy prescribed training for the Government libraries there. Courses in bibliography and classification were given in some French universities in 1869 and in the University of Vienna in 1874. At the meeting of the Library Association of the United Kingdom in London in 1877, at which several American librarians were present, instruction in library work was advocated. The subject was referred to in the *LIBRARY JOURNAL* and in conferences of the American Library Association.

Our first library school was the work of a man still living, Dr. Melvil Dewey, best known for his invention of the decimal system of classification for books, and for many years librarian of large educational and state institutions. In 1883 Mr. Dewey's plan for such a school was approved by the A. L. A. despite active opposition, and it was opened at Columbia College, New York, where Mr. Dewey was then librarian, in January, 1887, with twenty students. The work of libraries has always appealed to women, and there were many women in Mr. Dewey's first class, altho Columbia College was not open to both sexes and the presence of women on the college grounds was even forbidden by regulation. Relying on the permission of his friend, President Barnard, who was also chairman of the college library committee, Mr. Dewey went on with his co-educational school, much to the scandal of the more old-fashioned members of the faculty. President Barnard's illness, resulting in the temporary appointment of one of Mr. Dewey's opponents as acting head of the institution, gave an opportunity for testing the matter and he was formally put on trial for violating a college

regulation. Proof that he had not done so on his own responsibility was easily forthcoming and the outcome was so much in his favor that he was not only acquitted but all mention of the proceedings was expunged from the college records.

These early vicissitudes of the school are worth mentioning perhaps as an indication of the long road that we have traveled since 1887 both in general and in special education, and particularly in preparation for library work.

After this, however, Mr. Dewey never felt quite at home in Columbia, and in 1889 he accepted the state librarianship at Albany and transferred his school to that city, where it has since become widely known as the Albany Library School and is operated under the authority of the regents of the state university. Since that time, various other schools have been opened and in 1915 ten of these joined in the Association of American Library Schools, which has now a membership of thirteen. Inclusion of a school in this body has been usually held to be a voucher for its character as an educational institution. That some such voucher is necessary, was shown by various sporadic efforts to establish schools on little or no basis immediately after the success of Mr. Dewey's. The story is told of a visit to a western librarian of two aged spinsters who asked that he show them thru the library and explain to them some of its workings. They believed, they said, that they should have some such knowledge of the matter, as it was their intention to establish a library school.

Library schools at present may be divided into two classes, those operated by educational institutions and those established by public libraries. There is no essential difference except that an educational institution, endowed by the state with the power of granting degrees, may give, if it so desires, a degree in library science to its graduates in this subject, whereas, of course, a public library can bestow only a certificate. For this reason, it has been maintained by some that all library schools should be operated by, or at least affiliated with, colleges or universities. On the other hand, library work may be classed with medicine or engineering as an eminently practical occupation, and laboratory practice of some kind is absolutely necessary in any course of training for it. This practice, the public library is usually able to give in a fuller measure than the college.

The curricula in general vary somewhat with the type of school, the leading subjects in all being cataloging, classification, the study of reference material, and general library methods and practice. Miss Plummer divides school instruction into four different classes—biblio-

graphical and historical, technical, administrative, and critical, the last consisting of a valuation of literature as applied to library purposes. The visiting of other libraries and also of other institutions connected with the production or distribution of books is usually required, and more and more stress is being laid on school equipment.

Most of the schools offer a course of only one year, altho in some (as in Simmons College) this may be spread over several years of a general college course. Three schools, namely, the State Library School at Albany, the University of Illinois School, and that of the New York Public Library offer a second year, which in the case of the first two mentioned leads to the degree of B.L.S. (bachelor of library science). The Carnegie Library School, at Pittsburgh, besides its one year course in general library work, offers courses in library work with children and in school library work, each one year in length. The School of Library Science of the Western Reserve University offers both a beginning and an advanced course in library work with Children. The special course of library work with children in the St. Louis Library School may be taken in connection with its general one year course or as a post-graduate course by graduates of this or other schools. The second year in the Library School of the New York Public Library is intended to prepare for various specialized forms of library activity, and there is some opportunity for specialization also in the second year at the University of Illinois and in the courses offered by the Library School of the Los Angeles Public Library. This tendency towards specialization is a strong one and will, doubtless, develop to a greater extent in the future. Three schools, namely, the New York State, the University of Illinois, and the Drexel Institute at Philadelphia, now admit only college graduates, and others require some college work. An entrance examination is usual and an education equivalent to that obtained in the high school course is necessary in any case. As much stress as possible is laid on character and personal qualifications.

The desirability that librarians themselves should give some kind of recognition to these professional schools resulted in 1903 in the appointment of a Committee on Library Training of the A. L. A. and in the establishment in 1909 of its Professional Training Section. The Committee on Library Training somewhat spasmodically visited schools, inquired into their curricula and methods and reported to the Association, but occasional demands that it should formulate standards and grade the schools according to these, or at least adopt some official list of accredited schools, met with no response.

Until very recently the list of schools holding membership in the Association of Library Schools was the only one available to persons wishing a guide to the efficiency of agencies for library training, and those schools not yet admitted to membership were naturally not inclined to recognize the authority of this method. In 1920, however, the Association, thru its Council, authorized the appointment of a committee to promote certification and standardization of library work, and in 1923 it established a Temporary Board of Education for Librarianship, which in the following year was made permanent, with funds derived from a grant by the Carnegie Foundation. This Board, which has had the assistance of eminent professional

advice in pedagogy, is now establishing standards for grading the different training agencies, including not only the library schools but such subordinate agencies as summer schools and training classes, and is now subjecting the work of libraries to the study commonly known as "job analysis," from which it is expected to prepare textbooks in library work that can be recommended for use in general library school courses.

It will thus be seen that the demands consequent on the rapid expansion of library service, both quantitatively and qualitatively, are being intelligently met by adequate preparations for more intensive training. No one should rejoice more at this than our boards of trustees.

Organized Effort

BY MILTON J. FERGUSON

IF the ranchers of California depended upon individual effort in getting water upon their land, they would not raise enough oranges to compete very briskly with Florida and Italy. And if they marketed their crop as independent, one hundred per cent Americans, they would so promptly cut their several throats that their groves would soon revert to a condition primordial. But they do not. They band together in groups large enough to secure water in dependable quantity at favorable rates; and when the trees give down their golden fruit it is carefully sorted, attractively packed and placed, here a car, there a trainload, just what the consumer will consume. Here is a system, organized effort.

Now each library has grown up independent and indeed aloof from other libraries. Ordinarily they have started in a small way, mothered by a group of women who, unlike their men folk, can see that what America needs is not more commerce, more wealth, but more of the things of the soul, greater opportunity to lift oneself from the dusty roadside to the crest of hills. Why spend all our national effort getting more of the stuff of which as a people we have so much? Unfortunately, however, this very independence of effort has meant slower growth and less efficiency. The effort spent in library culture has perhaps, in the smaller places, been quite as much lay as professional.

The American state was not slow to recognize its duty in regard to the public school; it did not leave to private generosity, local ingenuity or mere chance the fate of its instrument with which to develop its power, to insure its life. A school system for the state was one of its early legal creations, so designed as to meet the needs of city and country; for it is clear that

education in a democracy is not democratic if it fails to touch the little boy and the little girl who live in a distant corner of the county. School and teacher are brought to them; or in these motorized times they are swiftly and safely taken miles each day to a large union school with all of its comforts and advantages. The contrasting attitude of the public toward school and library may very clearly be read on page 81 of the *LIBRARY JOURNAL* for January 15: 248 cities, during the period 1903-1923, raised their school expenditures from \$3.86 to \$12.17 per capita, while their libraries in the same time started at .19 and reached .43.

Some of the library workers, long ago, saw the handicap of individualized effort; the result was the first state commission to encourage library founding, development and service. Massachusetts in 1890 led off and within a few years all its towns had their libraries. Since that date some thirty-eight of our states have either followed the New Englander's example or have given new powers to their older state libraries. It is not difficult to understand that some momentum has been lost in dividing the work into these two, three, or even four separate state offices, each trying to do a bit of one big piece of work and having to compete for support from a common strong box. Effort has been put forth, in recent years, to correct this mistake: Pennsylvania, Illinois, Michigan, and Indiana have attempted consolidation more or less along lines proved practical in the schemes originally adopted in New York and California.

These several library commissions and state libraries have their own theories as to what they should do and how. A while ago most of them were content to organize small town libraries—the larger ones having already acted—without

debating very logically or long as to the economy and efficiency of that particular type of organization. The result was that each state presented a spotty, crazy quilt sort of appearance; the people served—in the small towns—were not well served and those in the country were as outside the magic circle of public book borrowing as if they resided in the Union of Socialistic Soviet Republics. More recently the question of larger units, such as the township or more preferably the county, is being seriously considered. And today the commission which urges a handful of persons to attempt to support a public library is quite as open to criticism as the farm adviser who would urge the ranchers of California to go it on their own. Outside the large cities, states which have counties will soon organize for library service in county units; and those states so unfortunate as to be without must make shift to find a substitute.

After the commissions there followed, of course, the League of Library Commissions. In 1904 the League organization was perfected at St. Louis; and since that date has held regular meetings in connection with the A. L. A. of which it is not a rival but an ally. The League has suffered under the same handicap which has prevented libraries themselves from reaching their highest usefulness, namely lack of money. It has not had a paid secretary. It sees as a body work to be done, problems to be investigated, surveys to be made, plans to be drawn, which appear to be peculiarly its own; but its hands have been tied.

A year ago began a new era in the life of the League when the Carnegie Corporation placed in its treasury the sum of \$50,000 with which to encourage library growth in some state favorably disposed toward the experiment. Louisiana for various reasons was selected; the Commission which it had but which thru lack of funds was not functioning was made a going machine; and the work began only six months ago already results have been obtained which are highly gratifying. A library association, acting perhaps in the capacity of shadow to the coming event, was created in April, 1926. The Commission has secured and equipped quarters in the State Capitol at Baton Rouge; it is gathering in a well selected lot of books to be lent to communities and individuals under certain conditions; it is creating an interest in parish libraries with every prospect of success; it is agitating the question of library training; in short it is making library development a live issue destined to take second place in the state to the schools alone.

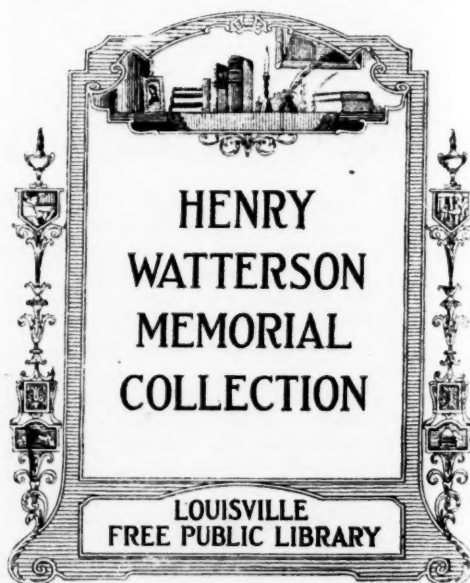
One matter confronts the library profession, which may partially be solved by the investiga-

tions now being carried on by the A. L. A.: how shall we organize, or reorganize, to enable the library to fulfill its mission? It is not doing so today. Half of the population of America, it is estimated, is not touched by publicly owned books. It is to be hoped that the interest in the library program may be materially deepened during this semi-centennial year of the A. L. A., so that a greater proportion of librarians may be enrolled in its ranks, and such a body of laymen as will insure proper consideration of the claims of our system of informal education. Organized effort is what we need.

Trustees Section

OFFICERS of the Trustees Section have accepted nomination as follows: Chairman, Dr. Cyrus Adler, trustee of the Free Library of Philadelphia, Pa.; vice-chairman, Katharine P. Loring, chairman of the trustees of the Beverly (Mass.) Public Library; secretary, Sarah R. Budd, member N. J. State Library Commission, Mount Holly, N. J.

The nominating committee was composed of Frank Hervey Pettingell, Los Angeles; Mrs. Earl, Muncie, Ind.; and Judge G. L. Zurck, St. Joseph, Mo.



IN ADDITION TO THE VALUE OF PRODUCING A LOCALLY DESIGNED BOOK PLATE FOR ITS HENRY WATTERSON MEMORIAL COLLECTION, THE CITY COMPETITION IN WHICH THIS IS THE WINNING DESIGN HAD GREAT PUBLICITY VALUE FOR THE LOUISVILLE (KY.) PUBLIC LIBRARY

The Library Trustee

1. In a Great City

By FRANK P. HILL

GREATER New York includes three library systems, with separate Boards of Trustees—the New York Public Library for Manhattan, Bronx and Richmond boroughs, the Brooklyn Public Library and the Queensborough Public Library. Together these represent by far the largest municipal library system in this country or abroad. The Brooklyn Public Library is intermediate between the other two in extent and operation.

The three library organizations differ in respect to their trustees, altho in each the mayor, comptroller and the borough president represent the city *ex officio*. The New York Public Library has a Board of twenty-two trustees, exclusive of these *ex officio* members, appointed for life, by the members of the Board themselves, under the provisions of the Astor-Lenox-Tilden Foundation which provide the great reference library of two million volumes, none of which under the provisions of the Astor will can be removed from the building. The city funds provide for the circulation department working thru 46 branches, including one in the main building, which are directly under the charge of the circulation committee appointed by the trustees, tho not necessarily from its own membership. The Brooklyn Public Library is governed by a Board of twenty-two trustees, selected each year for a term of five years, half of these appointed by the Mayor, the other half elected by the trustees representing the old Brooklyn Library, which, with its three-quarter million of property was merged in the Brooklyn Public Library in 1904. This right of representation ceases in 1929, when all trustees will be appointed by the Mayor. The trustees of the Queensborough Public Library are all appointed by the Mayor.

The Brooklyn Public Library is governed thru a thoroly worked out scheme of committees, meeting monthly and supervising and directing all the affairs of the library in their respective fields. Their meetings are usually held in the week preceding the monthly board meeting and their reports come before the executive committee, consisting of the chairmen of committees, which meets usually the day before the board meeting, or before the full board.

The board is divided into six committees, each committee consisting of five members with the exception of the executive committee, which is made up of the chairmen of the other com-

mittees together with the four officers of the Corporation.

The committees are:

Executive committee which has general supervision and control of the affairs of the corporation in the intervals between the meetings of the Corporation;

Finance committee having general supervision and control of the financial affairs of the Corporation;

Book committee with general supervision and control of the selection, purchase, acquisition and cataloging of books and periodicals;

Administration committee which has general supervision and control of the internal administration of the main library and its branches;

Committee on Building and Grounds having general supervision and control of all buildings and grounds;

Law committee advising the Corporation in all legal matters.

The chief librarian prepares and presents a docket of the business for each committee, is present at all committee and board meetings, except in the case of an executive session, and acts as recorder of their decisions. These usually, if not invariably, follow the recommendations of the chief librarian, who, as their administrative officer, is of course bound to execute their decisions. The result of this full consideration of details by the trustees themselves in committee or board meetings is that there is absolute smoothness of operation and entire harmony thruout the organization.

The committees having the most work to do are those on administration, books, buildings.

The administration committee has on its monthly docket not only the general recommendations of the chief librarian on matters of administrative policy, but also a full schedule of all changes as to personnel, promotions, salaries and the like, in accordance with the merit system, and salary schedules adopted by the Board. A happy result of this method is that trustees are absolutely free from appeals for influence or other kind of solicitation on the part of members of the staff or of outsiders. Staff members, however, have an absolute right of appeal from the chief librarian to the board of trustees thru the administration committee, and tho this right is seldom exercised, the administration committee on more than one occasion has given careful attention to appeals, usually with personal hearing of the appellant.

All books added to the Library are purchased upon the recommendation of at least two members of the book committee, after the same have been submitted for approval by the chief librarian. Lists of books—new and old—for purchase, are submitted to these two members of the committee, several times during the month and at the same time duplicates are sent to the purchasing agent. If it happens that books are not approved by any member the order to the agent is canceled at once. This method serves to hasten the receipt of the books which otherwise would be delayed for several days. Any book about which there is any doubt as to its suitability for purchase is first submitted to the full book committee and not ordered until approved.

The building committee is not the least important because it has to do entirely with the selection of sites for new building, as well as the preparation and supervision of plans and specifications for such buildings and supervision of

the work of construction. It looks after the repair and enlargement of buildings and the chairman is very active in the work of this committee. In the case of a new building the chief librarian and the chairman of the committee make a study of the local situation and the result is reported to the committee. A full discussion of the need for a library in this particular location follows, after which a report is made to the trustees who take final action.

The other committees are active but not so much time is required of the members.

The committee reports are made at the monthly meeting of the board of trustees and discussions often occur on the recommendations, but as a general thing the reports as they are received from the various committees are approved by the full board.

In this way the trustees have full cognizance of the affairs of the Library and are kept in constant touch with its work.

2. In the Library of a Small City

By LILLIAN E. DENNY

WHEN I was first appointed a member of the library board in our little city of thirty thousand inhabitants, I was presumptuous enough to accept the honor without a knowledge of the duties and responsibilities involved. There were five on that board, all equally ignorant of library service from a trustees viewpoint.

Fortunately for us, however, we had a trained librarian, who very tactfully showed us our places, started us in the right direction by placing in our hands a copy of the laws of Indiana pertaining to public libraries and requested us to familiarize ourselves with our duties and powers as outlined by statutory enactment.

We zealously set ourselves to work in an effort to master the machinery by which public libraries are operated, but soon found out that while this part of the work was necessary, it was, nevertheless, largely perfunctory. What the public desired was a service of such value that the expense of operating the library could be easily justified. We then turned to a study of the best library practice thruout the United States and in this search we were greatly aided by reports and pamphlets published by the American Library Association and the trustees' reports from various large centers.

In the midst of this activity our librarian resigned and we were confronted with what looked like a catastrophe. We were united, however, in the policy of securing a highly trained librarian even to the point of economiz-

ing upon material equipment in order to meet additional salary expense.

Our next librarian was not only highly trained but she brought to us her experience as a member of our State Library Commission where she had had the opportunity to become familiar with the status of most of the libraries in Indiana and knew by comparison our ranking as an institution. Her vision of possibilities in our field of action was an inspiration to the board and we began at once to plan ways and means of putting some of her suggestions into operation. I must confess it was quite frequently a struggle to find our way out as we were living up to the limit of our resources and expansion in service seemed to be wholly out of the question.

Our will and determination to succeed were dominant and this spirit was contagious at most of our meetings and even temporary successes were the occasion of much rejoicing.

We found ourselves entering with enthusiasm into the work of establishing new contacts with the public in an effort to reach ever larger and larger numbers. Our children's department received a new impetus in its work by issuing diplomas for books read by children during the summer months and this publicity was the means of securing several large donations of children's books from public spirited patrons.

I recall that our first observation of this device was that it was an added expense to our already heavily burdened budget and we were highly pleased to find out later that this expense was partly offset by the liberal gifts re-

ceived in appreciation of this effort and the increased good will of the public. I pause to remark that any worth while public service is never entirely lost but may be the means of making new friends for the library work in a quarter where least expected.

Our board naturally gravitated into the habit of determining policies for action and depending wholly upon our librarian for execution. Since she had, by her skillful knowledge of library work and procedure, gained our entire confidence we reciprocated by a strenuous effort to establish her securely in our midst. The public ever conscious of sincere and unselfish devotion to an ideal was not slow to accept her as a leader in her profession. To our great surprise her efficient work in the public schools of our city was doubled almost overnight. Branch libraries and circulating libraries were established for the benefit of children of school age who were given carefully chosen lists of books graded for their appreciation and understanding. Our board is ever on the lookout for establishing new contacts with groups of people untouched by the desire to read. Their habits and peculiarities are carefully studied in the hope that some new method of approach may be made that will fire them with the zeal for learning. Professional and scientific books which make a special appeal to men and women of highly specialized vocations are sent by messenger or mail with a note from the librarian suggesting that this book will be of interest to them. Over and over again educated and cultured men have remarked that they did not know our local library had that particular book or a book on that subject.

To one who is conscious of the almost unlimited resources of good library the joy of being able to place it at the disposal of some needy person repays in full the labor of board members in their effort to have the library function to its full capacity. To be able to read and to carry the keys to the world's best literature in one's pocket is a priceless treasure. To have a part in building up in the mind of youth the habit of reading is to give direction and force to the great moral and religious ideals which will determine the next generation.

No one can conscientiously serve as a member of a library board without a vision of greater service and usefulness to society in general. For this reason the very highest degree of co-operation between board members, librarian and assistants should actuate all their dealings with the public, and characterize their work as cheerful, gratuitous service for the welfare of humanity.

As a result of our experience I should like to offer to trustees the following recommendations:

Employ a well trained librarian and one in whom you have full confidence.

Confine your board meetings largely to hearing reports, to debating ways and means and determining policies.

Assign the execution of details to your librarian.

Empower the librarian to make recommendations regarding books to be purchased and assistants to be employed, etc.

If exceptions are taken to the recommendations see that you are able to give convincing reasons.

Trust your librarian to keep the board informed on the best library practice and procedure.

Refer persons seeking favors or making complaints to the librarian.

Remember that as an individual you have no more authority in library matters than any other citizen; therefore do not encourage library assistants to bring their troubles to you but refer them to the librarian and discuss them later in board meetings.

Establish few, if any, standing committees.

Defend your position in board meetings with all the force and argument at your command; but if defeated let only the highest motives and the will of the majority prevail.

TRUSTEES AND LIBRARY ORGANIZATIONS

Indiana has a Library Trustees Association which meets annually, and in alternate years in conjunction with the state library association. Every library board should have a representative at these meetings with a view to securing better understanding and more unity of purpose thruout the state. Thru the exchange of ideas and methods of operation we can profit by the successful experience of one community and avoid the failures suffered in another. By united effort and intercourse we can secure needed legislation, gain a wholesome interest in and a marked respect for the achievements of our own and neighboring libraries. It is not only helpful to the trustee but encouraging to the librarian to have a member of the board attend the state and national meetings; and to render the highest service it is imperative that the librarian have an opportunity to make professional contacts by attending local and state library meetings and the meetings of the American Library Association.

Finance, the major problem with most library boards, is always a local problem and depends largely upon the alertness of the trustees and the ability of the librarian to "sell" the library service to the community. Under the Indiana Library law boards have the power to levy and collect taxes for library purposes not to exceed one mill on the dollar.

The Board in Indiana consists of seven members: three appointed by the judge of the circuit court; two by the Common Council; and two by the Board of School Trustees—a more democratic method of appointment than the former method whereby the Mayor appointed all members, and one having the advantage of being

farther removed from political influence.

In conclusion I would urge upon the part of library trustees a greater faith in the efficacy of the library service as an institution and call attention to its favorable comparison with the splendid work done by our public school systems.

3. In a Village Library

By R. R. BOWKER

THE old town of Stockbridge, amidst the Berkshire hills of Massachusetts, rich in historic and literary traditions, has a population now of less than two thousand persons, to which are added during the summer some hundreds from the cities on the summer places or in the several hotels. Its library, originating in 1789, tho somewhat intermittent in its history, has been housed since 1868 in a simple stone building, sometimes mistaken for a jail, with a capacity properly of ten thousand volumes, but crammed with thirteen thousand. It has been the desire to keep the collection down to ten thousand volumes, but the most difficult of library tasks is weeding out. Two modest branches have been established over the fire houses in the smaller villages of Glendale and Interlaken within the township, each of them with a small collection of books, strengthened from time to time from the main library, and each having a dozen or so popular periodicals.

The Stockbridge Library, tho practically a public library, is owned nominally by the Stockbridge Library Association, whose members are enrolled from the resident population by application for membership and election by the Association, a single payment of one dollar being the only dues. The membership in the Association is not large and seldom do more than a score attend the annual meeting, at which six trustees are elected to serve during the ensuing year. A change now in process will make membership technically more continuous by electing two members each year for three-year terms, altho continuity has hitherto been maintained by the almost invariable re-election of trustees each year. To these six an official representative of the town is added by vote of the town meeting or, more usually, thru appointment by the Selectmen, when a town meeting does not exercise its prerogative. The seven directors choose the President, Vice-President, the Secretary and the Treasurer, the last being usually the town representative, elect the librarian for the ensuing year and appoint an assistant librarian to serve during the pleasure of the board. This board, now of four men and three women, includes the superintendent of schools, the minister of the historic Stockbridge church

and others in touch with the several offices of communal life. The work of the trustees is simply organized thru two committees, the administration committee and the book committee, each of three members, with the president *ex-officio* as a fourth. To the administration committee is delegated the care of the building within and without and of the grounds, the necessary purchases of equipment, fuel and other requisites of maintenance and operation and regulations for the guidance of librarian and readers. As a matter of fact, this committee rarely meets and its work is chiefly done by the chairman or by individual members informally designated to handle special needs. The book committee, on the other hand, is expected to hold monthly meetings previous to the meeting of the board, at which it receives lists of recommended titles from the librarian and from the suggestion box put at the service of the public, adds suggestions from its own members who have been conning the book lists in the library and book periodicals and makes its own recommendations to the board. In so compact a board, however, many of these questions are brought up and decided by the board itself at the monthly meetings, where the librarian is expected to present a monthly report and be on hand to answer questions and give counsel. This simple organization is perhaps the most efficient for a small library of this character.

The library is chiefly supported by a yearly appropriation, made by vote at the town meeting, now normally \$2500 per year, which covers expenses of administration. Rents and fines, the former charges to hotel visitors who are glad thus to contribute to the library, tho the charge is scarcely enforceable, furnish \$100 to \$150 for incidental expenses; books and periodicals are purchased from the return from endowments, approximately \$17,500, tho part of this is the Choate bequest for the future extension of the library building now in contemplation on the adjoining plot purchased from bequests and other gifts. The library budget thus has resources of approximately \$3000 available for operating purposes, of which about \$1300 is paid for services, \$1100 for heat and light, repairs, insurance and janitorial care, and \$600

for books and periodicals. No salary is paid for full time, the library hours, from 10 to 1, 2 to 6 and 7 to 9 daily, except Sundays and holidays, being divided between the librarian and assistant librarian, except on Wednesday and Saturdays when both are expected for mutual consultation and work; while the two branch librarians are paid \$60 per year for two hours in the afternoon and two in the evening two days each week. This represents the simplest method of operating a village library at the minimum expense, and as the per capita appropriation of the town is more than a dollar, little more can be asked. The library, however, benefits by the increase of its endowment fund, largely thru bequests, and by liberal gifts of books from residents and hotel visitors.

In the past year the main library and its two modest branches reached a circulation somewhat beyond twenty thousand, about ten per cent being of periodicals which are circulated, except for the latest issue, approximately ten per capita yearly, a remarkable showing, while the large use of the excellent reference collection both by adults and school-children and the lending of books involved more than that number of calls. Books may be reserved by paying two cents for a post card blank which is mailed to the applicant when the book is received. The book is held for two days. Three hundred books, more

or less, are added to the library each year by purchases and gifts, and the problem is how to make room for them by displacements from the crowded shelves.

A notable feature of the Stockbridge Library is the Stockbridge collection, begun about ten years ago, but already including several hundred volumes and pamphlets from Stockbridge writers or about Stockbridge and the Berkshires, or written or printed in Stockbridge, which is used not only locally, but by students of local and literary history from outside. Many of these books are not to be found in the larger libraries, and the collection illustrates the value of the smaller libraries in the general library scheme, especially in relation to the interlibrary loan system. The library also serves the purpose of an historical society and already its historic collections, outside of books and pamphlets, are of some importance and furnish the nucleus for a local museum. This is to be a feature of the extended library building, which it is hoped local subscriptions may justify and for which an architectural competition is now under way.

These facts and figures will perhaps be of service to trustees of other libraries of similar scope as showing what can be done within very limited resources and suggesting features which may be of value elsewhere.

To Library Trustees

The American Library Association will hold its Fiftieth Anniversary Conference in Philadelphia and Atlantic City during the week of October 4. Plans are under way for the largest and in many respects the most important library meeting ever held.

The Trustees Section meeting, at which many trustees will be present, will give an opportunity for the discussion of questions of mutual interest and the exchange of helpful and practical suggestions. The general sessions will offer much of interest to every trustee.

As a library trustee you will want to keep in close touch with all current library matters, and especially this year. You can do this by becoming a member of the A. L. A.

As a member you will be entitled to ten news numbers of the *A. L. A. Bulletin*, the Papers and Proceedings of the annual conference, and the Handbook of the membership of nearly seven thousand which includes the leading figures in every branch of librarianship, a sort of librarians' "Who's Who." The dues for new members are five dollars, including one dollar initiation fee.

The Association is making a special study of the Library and Adult Education, of Education for Librarianship, Library Extension, Salaries, Library Revenues, and many other problems which are of fundamental importance to library trustees.

The Association—and thus the American library movement—will be strengthened by the participation of more trustees in its work.

Will you join?

ANNE WALLACE HOWLAND, *Chairman A. L. A. Membership Committee.*

Student Help in the Small Library

RESULTS beneficial to the student as well as to the library which cannot afford a full staff of trained assistants may be obtained by the judicious use of student apprentices. The principles of vocational guidance should be combined with definite courses of library instruction in simple library methods, according to Agnes King in the January *Wisconsin Library Bulletin*.

The library benefits mainly by having assistants who know the point of view of the students using the library, and who are familiar as well, or rapidly become so, with keeping book shelves in order, charging and discharging books, opening second and third class mail and distributing it to its proper racks and covers, and helping in the mechanical preparation of books for the shelves, and, in the case of students who have had the commercial courses offered in the high school, are capable of typing cards and other records under the explicit direction of the librarian, besides doing any general clerical work that does not call for administrative decision.

Apart from the decided usefulness in later life of the familiarity with handling books and catalogs so acquired, the student assistant receives a new sense of business-like conduct in libraries and added respect for public property; character training in responsibility, initiative, and dealing with and meeting trying situations; personal familiarity with books, leading to reading for pleasure and profit; better acquaintance with faculty members and wider acquaintance with the student body; and finally, and of great importance to the profession of librarianship, an occasional incentive to go on to professional training in this field. Furthermore, some schools offer as much as two full credits for such work.

Transition from work in the high school library to the holding of a part-time position in a public library may be accomplished by the use of such methods as Mrs. L. B. Cook describes in the *Michigan Library Bulletin* for Sept.-Oct., 1925. "During the year we receive applications for work the next year, preferably from juniors and seniors. And let me say that we do not necessarily choose from those who voluntarily apply—we sometimes offer a timely suggestion to those we consider particularly desirable. Then we consult with the teachers concerning the qualifications of these applicants. . . . Now of these applicants we choose two—preferably not in the same class in school. In this way social activities do not interfere. . . . These girls apprentice themselves for one week usually before school begins in the fall. From then on they are paid eight dollars per month and they

work twelve hours per week. . . . First of all they learn the purely routine work—receiving and loaning books, returning books to shelves, reading shelves, putting away borrowers' cards, etc. During this time they do little classification and reference work. Certainly they use the encyclopedias and indices, including *The Readers Guide*, intelligently. . . . For most high school girls it is an opportunity for them to try their wings and they approach it with all the enthusiasm possible to youth. And it is up to the librarian to see that this enthusiasm does not wane."

Our Contributors

Harold Frederick Brigham, until recently directing librarian of the New Brunswick (N. J.) Free Public Library and head of cataloging at Rutgers College Library, is now staff assistant for the Curriculum Study being made co-operatively by the American Library Association and the University of Chicago. Arthur Elmore Bostwick is librarian of the St. Louis Public Library and director of the St. Louis Library School. Milton James Ferguson is California state librarian. Frank Pierce Hill is chief librarian of the Brooklyn (N. Y.) Public Library. Lillian Denny (Mrs. Denny) is president of the Anderson (Ind.) Public Library Board. R. R. Bowker, editor of the *LIBRARY JOURNAL*, is a trustee of the Brooklyn (N. Y.) Public Library and president of the Board of Trustees of the Stockbridge (Mass.) Public Library.

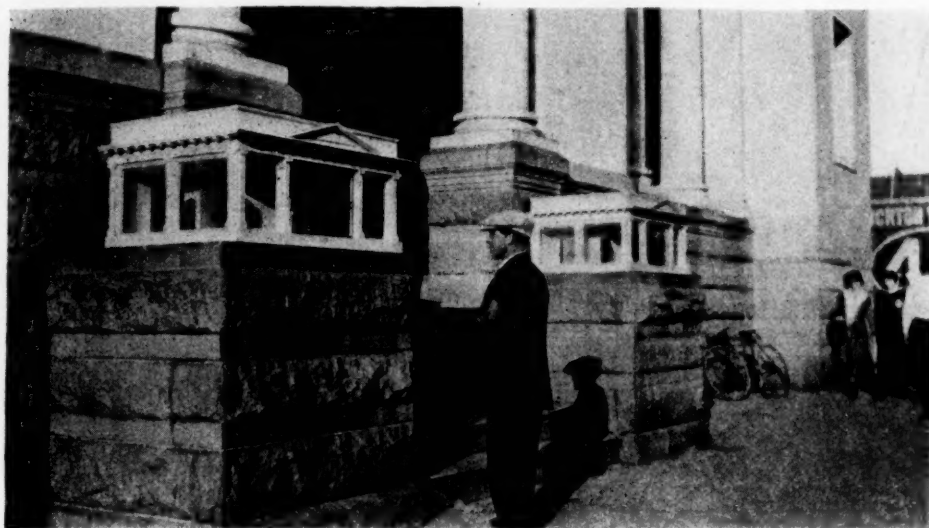
The difficulty of obtaining copies of reports of hearings held by the U. S. House of Representatives is diminished somewhat by the decision to print daily in the *Congressional Record* a list of printed hearings, reports available for distribution. The supply of these reports printed in a small edition is often exhausted before librarians are aware of their having been printed. It is hoped that in time the Senate committee hearings may be listed similarly.

The chief objection to binding *Printers' Ink* offered by a library was that the periodical "is of inconvenient size and occupies too much shelf width in relation to shelf weight" says the Editor of *Printers' Ink* in the number for March 4.

"This would seem to be pretty nearly zero as sound objection," writes the Editor. The other objections are not stated.

Library Exhibits

SOME SUGGESTIONS FROM THE AMERICAN LIBRARY ASSOCIATION WITH ILLUSTRATIONS FROM EXHIBITS WHICH HAVE PROVED EFFECTIVE



A PERMANENT EXHIBIT IS THE SHOW CASE BY THE SIDEWALK USED BY THE STOCKTON (CALIF.) PUBLIC LIBRARY TO ADVERTISE ITS WARES

A LIBRARY exhibit arranged according to a definite plan, conveying its message with no indirection, constructive and forward looking instead of simply historical and descriptive, using pictures and color in preference to abstract

statements, facts and figures, and bringing books into the scheme wherever possible is suggested by the A. L. A. in a recent bulletin as a potent factor in telling the constituency of every American public library about its own develop-



THE ST. PAUL (MINN.) PUBLIC LIBRARY'S EXHIBIT TO THE BOOKS AND TRAVEL



A SAMPLE FINANCIAL LIBRARY SHOWN AT A RECENT AMERICAN BANKERS' CONVENTION

ment and about library progress generally during this year of the Fiftieth Anniversary. Add to the exhibit posters supplied by the A. L. A. illustrating the progress of the American library movement and some placards or posters telling about the state library service, which it is hoped will be prepared in most states by the state library or library commission. As other general

considerations in planning the local exhibit the A. L. A. advises emphasis of certain high spots, assignment of an assistant to answer questions about library work, and, since the public is probably more interested in service than in administration, showing what the library does for the child, the person seeking self-education, the business man, engineer, laboring man, scholar,



THE OHIO STATE LIBRARY THUS ADVERTISES ITS FREE MAIL SERVICE

farmer, housewife, mother, invalid, immigrant, the blind, etc.

Some specific suggestions: Have pictures and miniature models of the local library fifty (or twenty-five or ten) years ago, and today; charts illustrating graphically the growth of book circulation, number of borrowers and books, etc.; brief summaries of rules then and now, showing how much easier it is to borrow books today; maps showing distribution of branches and stations, with the latter represented by miniature models, and population density indicated by depth of color of map; pictures illustrating library service fifty years ago and today; if a new building is needed, photographs and charts showing the present crowded conditions and the improvement possible with better facilities; charts showing the library's place in governmental organization and the relative appropriations for the library as compared with schools and other public service departments; if the exhibit is used for a book campaign, worn books showing the need of new books; a model home library of children's books and another of adult books; display of books and information to be found at the library about local celebrities, painters, writers, scientists, etc., and manuscripts, autographed books, and photographs; old books, press clippings and information on local history, events and people; charts giving some interesting and difficult reference questions and some of the sources of the answers. Have also material for distribution, and a question box. Light and motion always attract attention, so that a large book of pictures with leaves turning automatically, a miniature book wagon run in a circuit on a map, an illuminated map and an automatic stereopticon are all of practical use.

Besides the usual announcements in newspapers, moving picture houses, and street cars, exhibits of appropriate books may be made in the local business houses. Exhibits of business and thrift books will be shown in banks; gardening and bird books in florists' windows; books on interior decoration, etc., in furniture shops; cook books and books on household management in grocery stores; automobile books in garages, etc. Care must be taken to make clear the connection with the local and the Fiftieth Anniversary Exhibit.

The Federal Education Bill

A BILL (H.R. 5000; S. 291) to create a Department of Education is before Congress. Hearings on this bill, before a joint committee of the Senate and House of Representatives, were held February 24-26, and the reports of the hearings are valuable. As there will probably be great demand for these reports librarians wishing to secure copies ought to write

to their representatives for them at the earliest opportunity.

The bill provides for a Department of Education under the direction of a Secretary of Education (to replace the office of Commissioner of Education), to which department would be transferred the control of all matters hitherto in the domain of the Bureau of Education in the Department of the Interior, the Federal Bureau of Vocational Education, and the Secretary of the Interior with relation to the Columbia Institution for the Deaf and Howard University.

The duties of the new department would be to collect facts in the progress of education in this and in foreign countries, and to undertake research in education—rural, elementary, secondary, high, professional and physical, the training of teachers, special education for the mentally and physically handicapped, adult education and immigrant education, and "such other fields as . . . may require attention and study."

Leading Articles in the March Magazines

THE ten outstanding articles in the March magazines, selected by the Librarians' Advisory Council of the Franklin Square Subscription Agency, are:

The Jameson Raid and the World War, by John Hays Hammond in *Scribner's*.

Ethics and the medical profession, by Richard C. Cabot in *Survey Graphic*.

America, England and world affairs, by Arnold J. Toynbee in *Harpers Magazine*.

Crime waves and crime remedies, by George W. Kirchwey in *Survey Graphic*.

Lawrence of the Hejas, by Edmund Candler in *Atlantic Monthly*.

Whose children shall we starve? By Judge Henry Neil in *Good Housekeeping*.

Washington Irving, by George Haven Putnam in *Forum*.

Sex, art, truth and magazines, by Oswald Garrison Villard in *Atlantic Monthly*.

Why should the majority rule? By Walter Lippmann in *Harpers Magazine*.

A new God for America, by Herbert Parrish in *American Mercury*.

The Hewins Scholarship Fund

AT a St. Valentine's party the Hartford Librarians' Club turned over to the Board of Trustees of the Hartford Public Library its contribution to the Caroline M. Hewins Scholarship Fund, which fund now totals \$7,160.

The purpose of the fund is to provide scholarships for librarians showing special aptitude and desiring to specialize in work with children. A great part of the money so far subscribed has been sent by librarians from all over the country, not only by those in and near New England, and further contributions will be received and acknowledged by the treasurer, Mrs. Albert C. Bates, in care of the Public Library of Hartford, Conn.

THE LIBRARY JOURNAL

TWICE-A-MONTH

MARCH 15, 1926

BEHIND the librarian in any well organized library stand the trustees ready to support their professional executive in assuring the progress to its full public usefulness of the institution for which they are finally responsible. It is probable that a hundred thousand persons are honored with the post of trustee in the libraries—more or less than fifteen thousand—in this country, and not so many as should be are thoroly awake to the responsibilities and possibilities before them. The relations of trustees to the librarian should be those of the board of directors to the executive officer in any well conducted corporation. The librarian should be expected to bring before the board, either directly or thru its committees, all matters of importance or interest, in time for the board to pass upon them if it so desires; and if the board does not approve, it is the business of the librarian cheerfully to carry out its desires. On the other hand, above all there should be nothing in the way of interference by members of the board with the administration of the library, nor pressure for the appointment of library assistants, which should be entirely within the jurisdiction of the librarian in connection, at least in the larger libraries, with a thoro merit system for entrance and promotion. The librarian may or may not be a member of the Board, or its secretary; but he or she should be in attendance at all meetings of the trustees, except when in executive session for private consultation, to give information and explanations, as well as to present his current report.

THE method of choosing trustees varies in wide scope in different localities. Within Greater New York the three systems have each a different method. In the New York Public Library, under the terms of the Astor-Lenox-Tilden Foundation, which maintains for Manhattan, Bronx and Richmond boroughs a great reference library without cost to the city, the twenty-two trustees are appointed for life, a vacancy by death being filled by choice of those surviving, to which are added the mayor, the comptroller and the president of Manhattan Borough as city representatives, while the circulating libraries for which the city pays are managed by a circulation committee appointed by the trustees including members of the board and others. In the Borough of Brooklyn, be-

sides these official representatives, the mayor appoints half of the other twenty-two trustees for terms of five years each, while the others, under the contract by which the old Brooklyn Library transferred to the new Public Library system property valued at three-quarters of a million dollars, represent the old Brooklyn Library, the vacancies being filled as terms expire by the remaining representative, until in 1928 this arrangement comes to an end and the mayor will appoint all members. In the Borough of Queens, besides the same three official representatives, all the trustees are appointed by the mayor. Elsewhere the methods of appointment are equally varied, in most public libraries the appointments being made by the municipal or other officials thru whom the library is supported, in other cases by self-perpetuating boards usually with provision for an official representative to be included.

THE varied work of trustees in different classes of libraries is illustrated in three papers included in this issue, representing the great city library, the town library and the rural village library. Each of these has its own problems, but each is working toward a common result and by similar methods. All are now recognized as part of a national library system, topped by the state libraries in most states and finally by the Library of Congress as the national library. Many of them are, and all of them should be, represented in the American Library Association, now with an institutional membership of over nine hundred libraries and of over six thousand librarians, trustees and other individuals interested in library work. From its headquarters in Chicago the Association, with a well organized staff, does an enormous work thruout the country in stimulating library progress in many directions. Attention is now largely directed toward adult education in which the Association is co-operating with other organized effort in giving to grown-ups continuous education in after-school years.

PENSIONS for the library staff is one of the most important subjects which can engage the attention of library trustees. A fundamental document on "Old Age Annuities," issued by the Industrial Welfare Department of the National Civic Federation in 1925, is especially

of value in pointing out the mistakes which have wrecked so many well-intended systems because of their lack of sound actuarial basis. In the case of state and municipal libraries where pension systems are in vogue in connection with the local government, these may usefully be applied to library employees, provided this does not mean the surrender to other authorities of the independent functions of the governing board of the library. The chief difficulty in library pensions will be twofold, on the one side in the case of smaller libraries which have not the benefit of any general system, and, on the other, in the case of members of the profession who, in the course of their professional life, change employment from one library to another. The first difficulty can be handled by the organization of some general scheme, which, in turn, may provide for the second difficulty, and we venture the suggestion that it may be possible to organize, thru banking or insurance corporations, trust funds into which the employing library or, indeed, industrial employers may pay their share of a pension fund, to which the employees themselves, according to the best practice, should contribute. Such a fund would be independent of local changes and would give the library or other worker assurance that when he left one employer his right to a service pension or annuity would not be forfeited.

MORE and more the library calling has become a profession, for which training for librarianship thru the library schools has become the foundation. These schools insist on thoro preparatory education in college or high school and have distinctly made for improved library work everywhere. Their certificates often take the place of tests, such as are held by larger libraries for admission to the grades, while promotion is by examination. There still remains, and will always remain, especially in the smaller libraries of rural communities, need for library workers who lack professional training, often in villages gentlewomen who are glad to accept partial remuneration for their service. Also, the library profession must always have room for those librarians who are "born, not made," and, in fact, some of those who have most notably succeeded in the profession have done so without the aid of such professional training, altho they are the first to assert that they themselves would have been the better equipped if they had enjoyed such training. In some states certificates are now granted by state agencies, which are members of the national League of Library Commissions, and do great work in raising the standard of library service as well as promoting general library extension in the several states.

The Calendar

- April 5-6. At the Toronto (Ont.) Public Library. Annual Easter meeting of the Ontario Library Association.
- May 7-8. Eastern school librarians meeting at Hartford (May 7) and Bridgeport (May 8).
- April 8-9. At Eustis. Florida Library Association.
- April 22-24. At Signal Mountain, Chattanooga, Tennessee. Southeastern Library Association. As already announced in the JOURNAL (March 1, p. 239), national committees will meet with the Southeastern Association and a large gathering is expected. Reservations ought to be made at once with the Signal Mountain Hotel.
- April 22-24. At Signal Mountain. Tennessee Library Association in conjunction with the Southeastern Library Association.
- April 27-29. At Tulsa, Okla. Southwestern Library Association.
- April 28. At Woonsocket. Rhode Island Library Association.
- April 28-30. At Tulsa, Okla. Oklahoma Library Association.
- May 12-14. At Mount Vernon. Thirtieth annual conference of the Illinois Library Association.
- July 6-8. At Iowa City. Iowa Library Association.
- June 10-12. Probably at Douglas Lodge, Itasca State Park. Minnesota Library Association.
- June 21-26. At the Lake Placid Club. New York Library Association.
- June 28-30. At Littleton. New Hampshire Library Association.
- June 30-July 2. At Manistee. Michigan Library Association.
- June 28-July 3. At Prague, Czechoslovakia. International Congress of Librarians. Papers will be officially translated into French, English, German, Russian.
- Oct. 4-8. At Atlantic City. Seventeenth annual convention of the Special Libraries Association. Headquarters will be at the Hotel Chelsea, which will also be headquarters of the National Association of State Libraries.
- Oct. 4-9. At Atlantic City. Forty-eighth annual conference of the American Library Association and affiliated and other associations.
- Oct. 7-9. At Anaconda. Montana Library Association.
- Dec. 8-10. At Indianapolis. Indiana Library Association. The Indiana Library Trustees Association will hold their meeting in conjunction with the Indiana Library Association.
- The Maine Library Association will hold its annual meeting late in May or early in June at Auburn.
- 1927 Conference of the American Library Association will be held in Toronto Canada.
- The Wisconsin Library Association will probably hold its annual meeting early in September.
- The fall meeting of the Virginia Library Association will probably be held in November.
- The North Dakota Library Association will hold its annual meeting in Jamestown probably in September.
- The Northern Maine Library Association's meeting will probably be in the middle of October.
- The Pennsylvania Library Association meeting will be held in conjunction with the American Library Association at Atlantic City during the week of October 4.

Library Book Outlook

THE outstanding event in the book-publishing field is undoubtedly the appearance of *The Intimate Papers of Colonel House*, arranged as a narrative by Charles Seymour (Houghton-Mifflin, 2v. \$10), which is unquestionably worth the money.

Among new biographical works appear also *The Letters of Bret Harte*, assembled and edited by Geoffrey Bret Harte (Houghton-Mifflin, \$5); *Reminiscences*, by Princess Marie of Battenberg (Brentano's, \$4.50), which is full of portraits of all the "royalties" of Europe, many of whom have played decisive parts in the history of the nineteenth century; *Disraeli and Gladstone*, by David C. Somervell (Doran, \$3.50), which reveals the complete antipathy that existed between these two prominent Victorian statesmen; and *Voltaire*, by Richard Aldington (Dutton, \$2.50), the initial volume of a new series entitled *The Republic of Letters*. In the last-named book, an attempt has been made to bridge the gap between the mass of existing Voltaire material and the reader who has neither time nor desire to make an exhaustive study of the subject.

Three travel-books of interest are: *My Crowded Solitude*, by Jack McLaren (919.4, McBride, \$3.50), which is an illustrated account of eight years' residence on the northern tip of Australia, among the world's most backward people; *Sea-Wake and Jungle-Trail*, by Herbert Warington Smyth (915.9, Stokes, \$4), the author of which, as mining-engineer, made many tours of inspection across country in Siam and along its coasts; and *In Praise of North Wales*, by Arthur G. Bradley (914.29, Houghton-Mifflin, \$5), a leisurely record, illustrated, of the author's rambles in that region.

There are also three new drama-books worth considering. *We Moderns*, by Israel Zangwill (822, Macmillan, \$2.25), is a post-war comedy, produced in New York and London in recent years. *Easy Virtue*, by Noel Coward (822, Harper, \$2), a play in three acts, was produced this season in New York, with Jane Cowl as the star. *The Butter-and-Egg Man*, by George S. Kaufman (812, Boni and Liveright, \$2), is one of the successes of the present New York theatrical season.

Of miscellaneous interest are *China and the West*, by W. E. Soothill (327, Oxford University Press, \$3.50), a reasoned statement, by one who knows China, of the influences that have been at work for generations in China to form the attitude of its peoples toward the foreigner; *The English Inn, Past and Present*, by H. D. Eberlein (647, Lippincott, \$7.50), which is a char-

acteristic Eberlein production, being a review of the history of English inns and the social life connected with them; and *The Reasonableness of Christianity*, by Douglas Clyde Macintosh (239, Scribner, \$1.50), the \$6,000 Bross Prize volume, written by the Professor of Theology in the Yale University Graduate School.

A miscellaneous lot of new fiction titles of fairly good quality is offered in *Relations*, by Sir Harry H. Johnston (Harper, \$2), which is the story of Rupert, a self-made Englishman, who finds a fortune in Australia, and of the maze of relatives whose lives touch his; *The Piper's Fee*, by Samuel Hopkins Adams (Boni and Liveright, \$2), which reintroduces some of the characters of the author's previous book, *Siege*; *The Lady of the Abbey*, by George A. Birmingham (Bobbs-Merrill, \$2), an absurdly humorous tale of Irishmen, revolutionists, and an abbess who stopped a war; *The Golden Beast*, by E. Phillips Oppenheim (Little-Brown, \$2), presenting this well-known writer in a new vein; and *Inspector French's Greatest Case*, by Freeman Wills Crofts (Seltzer, \$2), a new detective story by an established writer.

A new volume of short stories by F. Scott Fitzgerald is entitled *All the Sad Young Men* (Scribner, \$2).

D. H. Lawrence's new fiction-offering is entitled *The Plumed Serpent* (Knopf, \$3), and the scene is laid in old Mexico.

The Best Humor of 1925, compiled by Nathan Haskell Dole (817, Stratford, \$2.50), is a pleasing collection of stories and anecdotes.

The remaining new books of recent issue that might interest librarians are in the nature of reprints and new editions of standard works, or new books on subjects already more or less adequately covered by existing works.

Among reprints and new editions may be mentioned: *The Travels of Marco Polo the Venetian* (915, Boni and Liveright, \$3.50), revised from Marsden's translation, and edited by Manuel Komroff; *A Tour in Ireland*, by Arthur Young (914.15, Macmillan, \$3), a selection, made by Constantia Maxwell, from one of the minor classics of English literature and the chief source of information on the economic life of Ireland at the end of the eighteenth century; *Ploetz's Manual of Universal History* (902, Houghton-Mifflin, \$5), a revision of the standard manual, to date, by Harry E. Barnes; *A Naturalist of Souls: Studies in Psychography*, by Gamaliel Bradford (Houghton-Mifflin, \$3.50), in a revised and enlarged edition; *The Autobiography of Richard Baxter* (Dutton, \$3), an abridgement of the famous *Reliquiae Bax-*

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terianae of 1696, that quaint seventeenth-century memoir and diary of English Civil War days; Tom Moore's *Diary*, a selection edited with an introduction by J. B. Priestley (Macmillan, \$2.50); Julia Ward Howe, by Laura E. Richards (Houghton, \$5), a revised one-volume edition of a work originally published at \$8; *Life and Opinions of Tristram Shandy*, by Laurence Sterne (Boni and Liveright, \$3.50), in a good

one-volume library edition; *War and Peace*, by Leo Tolstoy (Crowell, \$2.50), the Nathan Haskell Dole translation, complete in one volume; *The Red Badge of Courage*, by Stephen Crane (Appleton, \$2.50); and *The Charwoman's Daughter*, by James Stephens (Macmillan, \$2), originally published, some years ago, under the title, *Mary, Mary*.

LOUIS N. FEIPEL.

The Open Round Table

Better Library Co-operation

To the Editor of the LIBRARY JOURNAL:

Why would it not be possible, during this semi-centennial year, to make some definite move towards more co-operation in the library world, including co-operative cataloging, which will eliminate some of the endless duplication of effort and which eventually will save the libraries of the country large sums of money? This subject has been taken up at various times, only to be dropped again; but sooner or later it must receive more serious consideration.

Why would it not be possible this year to take up with publishers, who issue in large numbers books that will go into the libraries of the country, the questions of getting out editions in substantial library buckram binding and supplying Library of Congress cards with the books? The saving in work to libraries, if books could be routed thru to the shelves promptly, would be a very real advantage.

The heterogeneity and confusion in library classification and methods, and the feeling of independence among librarians, have scattered technical staffs all over the country, all of whom are grappling with similar problems, and many of them solving the same riddles at about the same time in many different ways, when one group very well could solve the problems for all. Is it too much to look forward to the time when the Library of Congress does most, if not all, of the classification for the libraries of the country and when books are purchased from authorized dealers practically ready for the shelves? Perhaps it would be better to secure from publishers books in the unbound form, then transfer them to special binders, and then turn them over to distributors who would add the Library of Congress cards and otherwise give them final preparation.

Library people have been fond of their differences, each one thinking he had something better than the next one. We have been groping about for methods and ways to select books, to buy them, to classify and catalog them, to mark them, to shelve them, to circulate them, to keep records. It is perhaps well that this has

been so. This has been a pioneer period. But perhaps we are nearing the Pacific and can look about us a bit at the land we occupy. Perhaps we are ready soon to get together and distribute and make available the knowledge that is in books in the best and most efficient way. Is not this an opportune time to initiate a movement for library co-operation and more efficient methods?

JACOB HODNEFIELD, *Head of the Accessions Department, Minnesota Historical Society, Saint Paul, Minn.*

The Winnetka Graded List

To the Editor of the LIBRARY JOURNAL:

Will you kindly allow me space in your next issue to make a statement regarding the Winnetka Graded Book List. I am making this request because I am in receipt of letters written apparently on the hypothesis that I am endorsing this list. The fact that I was one of a group of librarians to check a preliminary list of titles for literary merit and suitability for children does not signify endorsement of the list as printed, as is evident from a careful reading of page 43 of the introduction. As a matter of fact, books might be included against the expressed wishes of nine out of thirteen members of the group or included with only one or two votes if it chanced that some had failed thru unfamiliarity with certain books, to register an opinion concerning them. No opportunity was given for the substitution of more acceptable titles than those included, nor was any indication given of the proposed grading. The mention of my name in acknowledgment of the service rendered does not, therefore, imply acceptance of the published list, approval of the methods of investigation and compilation, or agreement with the interpretation of the data collected. Had I known that the material was to be published in a form which would tend to such a misinterpretation of my opinions, I should have felt compelled to decline the assistance which was given as a courtesy to the officials of the A. L. A.

ELVA S. SMITH, *Head of the Children's Department, Carnegie Library of Pittsburgh.*

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Cincinnati: Queen City Paper Co., 515 Eggleston Ave.; J. L. Shoemaker & Co., P. O. Box No. 221.

St. Louis: Gane Brothers & Lane, 200 North 3rd St.

San Francisco: Louis Dejonge & Co., 500 Howard St., c/o American Type Foundry Co.; U. T. Hayes & Co., 51 Clementina St., c/o H. W. Brintnall.

In the Library World

Indiana

THE Indianapolis Public Library tells its public of the institution's needs from time to time. Here is one which makes its appeal on the front page of the February *Readers' Ink*. Several special book collections would make this Library famous thruout the educational and literary world. Their service and fame among students and scholars would increase from generation to generation. No gift or memorial could be greater in far reaching results thru the stimulation of ideas and ambitions in countless numbers. Such cannot be acquired thru current receipts. Interest and support of those who appreciate the power of print are necessary. To this end your Library needs a score of special book funds ranging from \$10,000 to \$100,000 each, the income to be used for the acquisition of noteworthy specialized collections of rare books. Believe this, speak often of it and it shall come to pass.

Maryland

FORTY years ago, the equipment of the Enoch Pratt Free Library consisted of a central library building and less than one hundred volumes. "The staff was composed of my father [Lewis H. Steiner] who had just been elected librarian, and one janitor", wrote the late Bernard C. Steiner in his last annual report to the board of trustees on the activities of the library during 1925. "In the intervening period, we have bought three quarters of a million books and now have nearly one half million volumes on our shelves. We have organized a staff of employees, some of whom have been with us from the very first, which numbers nearly two hundred persons." The staff in 1925 numbered 180, of whom 48 were men and boys and 132 women. The circulation in the last year was the largest in the history of the library, numbering 1,000,061 volumes, an increase over the 993,431 circulated in 1924, drawn by 65,041 registered borrowers, also the largest number known in the library. The twenty-seventh branch was opened at Westport. The appropriation made by the city for the coming year is \$246,601, only about thirty cents per capita, and not enough to carry out the expansion hoped for by the trustees: the provision of a modern central library building, branch libraries in all parts of the city, equipment of all the older buildings with assembly rooms for lectures and story hours, and more adequate maintenance of the library system as a whole. For income there is also an annuity of \$50,000 established by the city in return for the

gift of the original foundation of the library by Enoch Pratt.

"What the library needs most sorely is an adequate central building," wrote H. L. Mencken, a staunch friend of the library, in the *Baltimore Evening Sun* for February 2, 1925. "Fortunately, the trustees of the library own all of the lots running north from Mulberry Street along Cathedral, facing the Cathedral. The old dwellings on them, in fact are now in use. The whole area is large and the location is convenient, and will remain so for many years. What is needed is a new library building on the site, with its front on Cathedral Street. All of the present buildings, save the facade. . . could be utilized in the new building. It is, in fact, very well arranged and substantially built. The new building would have space for at least 1,500,000 books, and so serve the needs of the city for a century. The cost of operating it would not be higher than the cost of operating the present discordant group."

North Carolina

THE new building of the Pack Memorial Library of Asheville, North Carolina, which will be ready for occupancy about the middle of April, makes, with its white walls of hammered Georgia marble, a pleasing impression on its commanding site on Pack Square, the most valuable land in the city's business district.

Constructed by the J. M. Geary Company, of Asheville, the building was designed by Edward L. Tilton, of New York, to secure the maximum of service on a lot measuring only forty-two by eighty feet in area. The main floor is flush with the sidewalk and its ceiling is only seven and one-half feet high in order to lessen the ascent to the next floor, which has a high ceiling and will care for the reference and reading rooms. Above this is the mezzanine floor, one side of which will serve as the children's story-telling room, its feature being an ornamental fireplace.

The ground floor will be used entirely for books that circulate, and the librarian's office. Its low ceiling will be relieved by a light well extending to the top floor. The stack capacity is 20,000. The top floor will house the O. Henry Memorial Library of modern American fiction. This, an unusual monument to O. Henry whose grave is here, will consist of an exhibit of fiction autographed by authors.

The basement will be used for book storage at first, a lift connecting with all floors; later it is expected that it will care for the county library service. An elevator will take the automobile truck into the county library quarters. Heat comes from another building.

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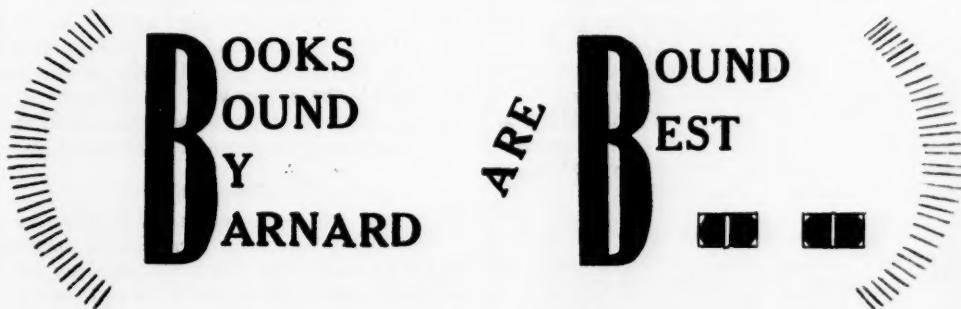
Recommended with other textbooks for librarians' professional study by Henry B. VanHoesen in Library Journal, Feb. 1, 1925.

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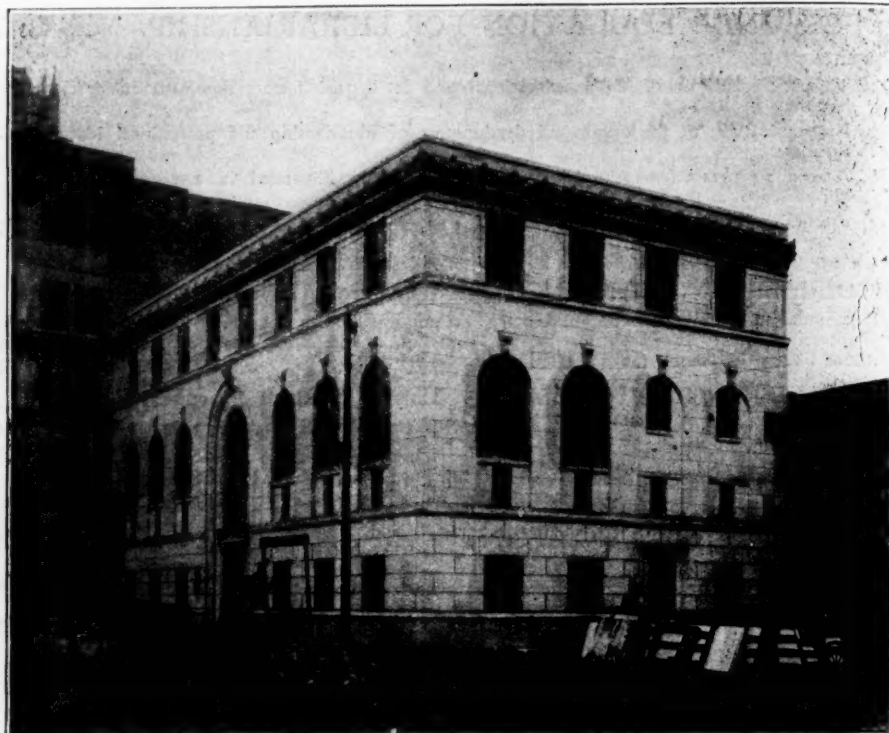
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While service has been stressed, Mr. Tilton has produced a highly pleasing architectural result. The second and third floors will have slightly curved ceilings and be ornamented with an Alexandrian frieze, the large windows being

class room at the State Normal School—to cost \$200,000; a gymnasium and auditorium for the State School of Mines costing \$100,000 and an armory and gymnasium at the State University at Vermilion are included in the program. A



ASHEVILLE'S NEW LIBRARY OCCUPIES A PROMINENT POSITION ON THE PUBLIC SQUARE

a feature. The color tone will be grey, this showing in the walls and draperies and contrasting with the golden bronze of the light fixtures, one of these a great chandelier.

The building, which will cost about \$125,000, stands on a site worth about twice that amount. The furniture supplied by the Library Bureau cost about \$6,000.

South Dakota

MONEY almost directly "contributed" by cigarette smokers will build the new library at the Agricultural College at Brookings in the summer. A heavy demand for appropriations for state educational and penal institutions decided the legislature not to make direct appropriations for four much needed buildings, but to create a fund from the tax on cigarettes sold in the state. During the first month (last July) the fund amounted to \$36,028, and there is now enough money available to justify the erection of the first of the four buildings which will cost about \$200,000. A gymnasium and

small amount of bootleg tobacco is consumed, but "the smoking of a package of unstamped cigarettes is about the same as knocking a brick off the chimney of the proposed gymnasium and auditorium at the School of Mines," says the *New York World* for February 28.

California

NO less than twenty-eight public libraries of 20,000 volumes and over are now operating in California. *News Notes of California Libraries* for January shows that 27 of these had a total income for the year 1924-25 of \$2,254,268; which gives average income of just over \$80,500; that registered card holders in 25 totalled 737,001, and that in the 28 listed the books totaled 3,050,251. Los Angeles leads with 717,765 volumes, followed by San Francisco with 340,020 and Oakland with 306,395 volumes. Vallejo qualifies with 22,861 volumes and Alhambra with 26,901. The others on the list are Alameda, Berkeley, El Centro, Glendale, Long Beach, Modesto, Oxnard, Pasadena, Pomona,

Three Newark, N. J., Public Library and Museum Publications

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THE LIBRARY. Vol. 1, Nos. 1-12, July 1918-March 1925. Bound with index, \$5.00. Single, 16 p. numbers of most issues to date, 25 cents.

THE MUSEUM. Vol. 1, Nos. 1-5, March 1925-Dec. 1925. Single, 16 p. numbers, 25 cents.

THE NEWARKER. For 4 years the House Organ of the Newark Library. Vol. 1-Vol. 4, Nov. 1911-Oct. 1915. Limited number of complete sets, bound. Vols. 1, 2, 3, with index, and Vol. 4 with index, per set \$12.00.

Other Books.

1909. **The Old Librarian's Almanack**, by Edmund L. Pearson. A pretended reprint of a curious old pamphlet published in New Haven, Conn., in 1773. 32 pages, with reproduction of title page of the original. \$3.00.

1910. **The Library and Librarian.** A collection of essays by Edmund L. Pearson. 80 pages. \$2.00.

1913. **The Intellectual Torch.** By Jesse Torrey. A Reprint of a Volume published in 1818, in which free public libraries are advocated for the first time in America. Introduction by E. H. Virgin, New York. \$2.00.

1914. **Essay on Bibliography and on the Attainments of a Librarian.** By Parent the Elder. Translated from the French original, which was published in the year IX of the French Republic, and is very rare, by Mrs. Schuyler Van Rensselaer. Introduction by Henry W. Kent. \$2.00.

1916. **The Training of the Librarian.** Friederich Adolph Ebert. Translated from the German of 1820 by Miss Selma Nachman. \$2.00.

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Redlands, Richmond, Riverside, Sacramento, San Bernardino, San Diego, San José, Santa Ana, Santa Barbara, Santa Cruz, Santa Monica, Santa Rosa, South Pasadena, Stockton. Oakland is the eldest of the group with the date of its establishment 1868 and of its becoming a public library 1878, a year before Sacramento, which was founded in 1857, followed suit, and El Centro is an infant of sixteen.

Missouri

TARKIO Public Library, organized in 1921, has become the thirty-eighth tax-supported library in Missouri. The state has also twenty-four non-tax-supported libraries, forty-two university and college libraries, twenty-one high school and preparatory school libraries, eight of them in Kansas City, and nine proprietary and reference libraries, of which six are located in St. Louis. These statistics are part of the nineteenth annual report of the Missouri Library Commission, recording the work accomplished under the direction of Irving R. Bundy, who resigned in February 1925 to go to St. Joseph, Grace Brackman, acting secretary for three months, and the present secretary, Jane Morey, who assumed charge last June. The book collection of the commission numbers 26,911 volumes, of which about 12,000 have been made into traveling libraries. The supply of school libraries was exhausted six weeks after the opening of school. About 7,500 books in 2,350 packages were sent out by mail. In spite of the increase of 220 per cent in requests and shipments since 1921 the office force has been decreased rather than enlarged, and the secretary was able to spare time to visit only five public libraries and five school libraries. In the last four months of the year inquiries came from nine different counties asking for information in regard to establishing libraries. A field worker is needed to care for these requests. The appropriation for 1925-26 was \$7,500 for books and \$5,000 for contingent expenses.

France

FOR the first time in its history as a corporation the American Library in Paris completed a year without an operating deficit. In spite of the marked increase of operating expenditures, from a total of 466,487.15 francs for 1924 to 553,426.73 francs for 1925, the income mounted from 407,721.42 francs to 815,922.87 francs. Receipts from members and subscribers since 1921 form a constantly decreasing proportion of the amount expended. The Laura Spelman Rockefeller Memorial is at present an important mainstay of the library, since a year ago it appropriated for the latter \$4,000 per year for the years 1925 to 1927 inclusive, with an additional \$6,000 a year to be made on the basis of

one dollar for each two dollars received from sources other than the Memorial, over and above a maintenance budget of \$24,000 per annum, exclusive of support for the Reference Service on International Affairs, which was granted a separate sum of \$12,500 annually for three years. Inasmuch as the income from operation of the library is approximately \$10,000, in order to obtain the \$6,000 offered it was necessary to raise from other sources than the Memorial \$14,000 to bring the operating income up to \$24,000, and then \$12,000 more or a total of \$26,000. This was successfully accomplished.

Library Opportunities

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Receipt of applications for these positions will close April 17. The date for assembling of competitors will be stated on the admission cards sent applicants after the close of receipt of applications.

The examinations are to fill vacancies in the Veterans' Bureau and in naval establishments throughout the United States.

Competitors in the station and hospital librarian examination will be rated on library economy; cataloging, classification, and bibliography; modern languages; and education and experience. Competitors in the assistant hospital librarian examination will be rated on library economy, classifying and cataloging, and education and experience.

Full information and application blanks may be obtained from the United States Civil Service Commission, Washington, D. C., or the secretary of the board of U. S. civil-service examiners at the post office or customhouse in any city.

Wanted, man to devote full time to cataloging and classification, preferably a person familiar with Catholic thought and literature. Address: Librarian, St. Benedict's College, Atchinson, Kansas.

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PUBLICATIONS RECEIVED

Gutenberg Festschrift, zur Feier des 25 jährigen Bestehens des Gutenberg Museums in Mainz. 1925. [Papers on printing from the earliest times to the present day by about 80 specialists of all nationalities.] Mainz: A. Ruppel, 1925. 448p., 40, about 60 plates.

A tentative list of club study programs compiled for the committee on Women's Clubs of the Ohio Library Association, by Jessie Shepard and Jessie M. Parsons, Cleveland Public Library. With a program on . . . economic and social problems of Ohio. . . [Cleveland]: Ohio Library Association (Helen B. Lewis, Secretary, care of Cleveland Board of Education Library). 31p. 50c.

McAllister, James Gray. Borderlands of the Mediterranean [a personal narrative]. Richmond, Va.: Presbyterian Committee of Publication. 294p. illus. \$2.50.

Richardson, Harold Donaldson, and A. E. Richardson. The English inn, past and present. A review of its history and social life. Philadelphia: J. B. Lippincott Co., 1926. 308p. illus.

Through the gateway. Compiled by Florence Brewer Boeckel . . . Washington, D. C.: National Council for Prevention of War. 1925. 118p. 50c.

Kohler, Charles. The Monroe doctrine, a complete history. Savannah, Ga.: Charles Kohler, 1925. 64p.

National Safety Council. Traffic hazards in Virginia. A report to the Virginia Conference on Street and Highway safety . . . Chicago: National Safety Council, 1925. 20p. illus. 75c.

— Accidents in Richmond. 75c.

— Accidents in Toledo. 75c.

Nugent, J. C., and Elliott Nugent. The poor nut. A comedy in 3 acts. New York: Samuel French, 1925. \$1.25. 140p.

Flavin, Martin. Brains, and other one act plays. New York: Samuel French. 182p. \$1.50.

Kreymborg, Alfred. Rocking chairs and other comedies [Adverbs. Trap doors. Helpless Herberts. Not too far from the angels]. New York: Samuel French. \$1.50.

— There's a moon to-night. Comedy in three acts. New York: Samuel French. 133p. \$1.25.

— Puppet plays. [Contains: Lima Beans, Manikin and Minikin, When the willow nods, People who die, Pianissimo; Jack's house, and Blue and green.] New York: Samuel French, 1926. 126p. \$1.50.

New Publications of Interest to Libraries

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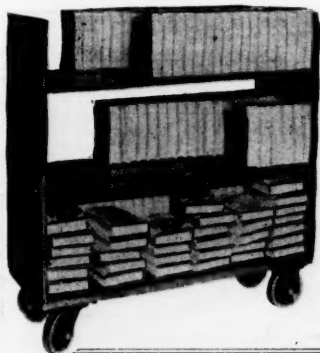
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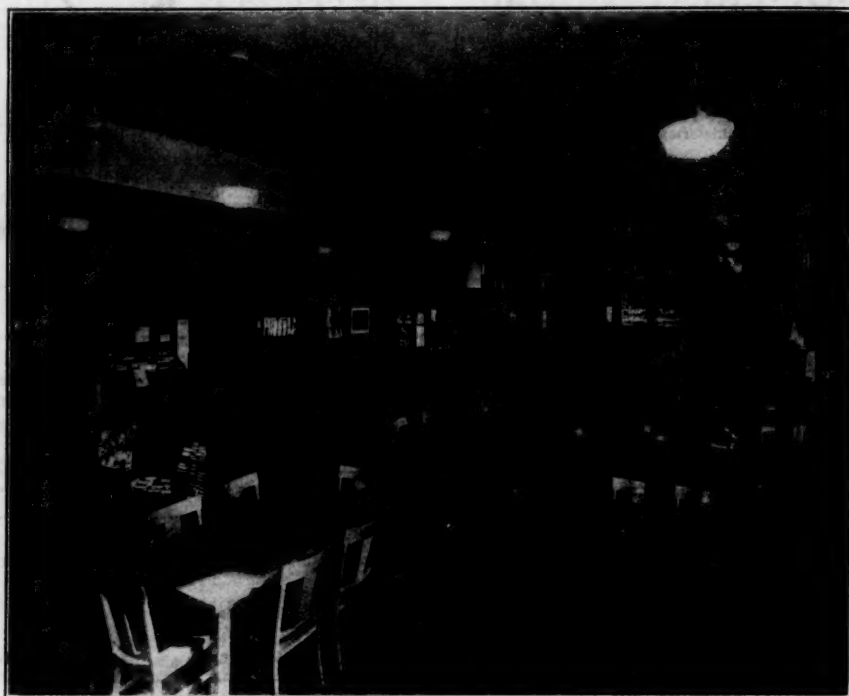
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